

COMMON COUNCIL

102

DEPARTMENT: Common Council

PROGRAM MANAGER: Mayor (administered by the City Clerk)

PROGRAM DESCRIPTION:

(Prior to 2006, there were separate budgets for the Mayor and Aldermen. Effective with the 2006 budget, they have been combined to form the Common Council budget.)

The Mayor is the Chief Executive Officer of the City, responsible for ensuring that all City ordinances and State laws are observed and enforced, and that all City officers, boards and commissions properly discharge their duties. The Mayor nominates to Council the appointment of certain City employees, board and commission members, and is chairman of the Plan Commission and the Community Development Authority. The Mayor presides at the meetings of the Common Council voting only in cases relating to tie votes. The Mayor is elected for a three-year term of office, with the current term expiring April 2008.

City Ordinances designate eight cabinet officers, as well as other unclassified positions within City government, that shall be appointed by the Mayor subject to the confirmation by a majority of all members of the Common Council.

The Common Council is the legislative branch of City government. Its primary purpose is the passage of laws, ordinances and policies, establishment of pay ranges for city employees and official management of the city's financial affairs; its budget, its revenues and the raising of funds for the operation of the city. The Common Council is comprised of the Mayor and six members representing the six Aldermanic Districts, serving three-year overlapping terms effective for those elected in April 2001 and after. One Alderman is elected and serves as Common Council President.

Boards and Commissions of the City serve primarily in an advisory role to the Mayor and Common Council in developing policies and managing the affairs of the City to best serve its citizens. Boards and commissions allow for additional citizen input beyond that of the elected officials. Certain boards and commissions are required under Wisconsin statutes (e.g., the Board of Public Works and Plan Commission); others have been established to oversee certain activities (e.g., Civic Celebrations Commission). The City is served by the following Boards and Commissions:

- Architectural Board
- Board of Health
- Board of Review
- Board of Public Works
- Board of Water Commissioners
- Board of Zoning and Building Appeals
- Civic Celebrations Commission
- Community Development Authority

- Fair Commission
- Finance Committee
- Library Board
- License Committee
- Parks Commission
- Personnel Committee
- Plan Commission
- Police and Fire Commission

Economic Development Commission
Environmental Commission

Technology Commission

Certain boards and commissions oversee programs with their own budget or fund (such as the Community Development Authority, Civic Celebrations Commission, Library Board, and Board of Water Commissioners). The cost of supporting the remaining boards and commissions is included in the Common Council budget.

SERVICES:

- Represent people of the City of Franklin.
- Administer City government in accordance with City Ordinances and State Statutes.
- Mayor to annually prepare a financial forecast for use in development of the City's annual budget.
- Adopt ordinances and resolutions, levy taxes and appropriate monies for the operation of the City.
- Adopt and review policies to meet needs of the City and its citizens.

STAFFING:

7 Part-time (elected)

Board and commission members include volunteers

ACTIVITY MEASURES:

| Activity | 2001 | 2002 | 2003 | 2004 | 2005* | 2006* |
|------------------------------|------|------|------|------|-------|-------|
| Ordinance passed | 62 | 45 | 35 | 52 | 45 | 40 |
| Resolutions passed | 194 | 148 | 147 | 177 | 160 | 175 |
| Common Council meeting hours | 110 | 110 | 103 | 67.5 | 85 | 70 |

* Estimate

BUDGET SUMMARY:

- 1) The annual salary for the Mayor is currently established at \$16,800. In addition, the Mayor receives \$4,800 annually for reimbursement of mileage related expenses. These compensation levels were established by Common Council action on December 15, 1998 under City Ordinance 98-1527.
- 2) The annual salary for Aldermen is currently established at \$7,200. In addition, Aldermen also receive \$1,800 annually for reimbursement of mileage related expenses. These compensation levels were established by Common Council action on December 15, 1998 under City Ordinance 98-1527.
- 3) This budget includes a clerical support position (.48 FTE) to be supervised by the City Clerk.

| CITY OF FRANKLIN 2006 BUDGET | | 2003 Actual | 2004 Actual | 2005 Adopted | 2005 Amended | 2005 Estimate | 2006 Dept/Request | 2006 Request | 2006 Adopted | Percent Change |
|--|------------------|----------------|----------------|-----------------|-----------------|------------------|----------------------|-----------------|-----------------|-------------------|
| COMMON COUNCIL | | | | | | | | | | |
| FKA ALDERMEN | | | | | | | | | | |
| PERSONAL SERVICES | | | | | | | | | | |
| SALARIES-PT | 01 102.0000 5113 | 42,300 | 43,200 | 43,200 | 43,200 | 43,200 | 43,200 | 75,974 | 75,974 | |
| FICA | 01 102.0000 5151 | 4,045 | 4,131 | 4,131 | 4,131 | 4,131 | 4,131 | 7,005 | 7,005 | |
| WORKERS COMPENSATION INS | 01 102.0000 5156 | | | | | 92 | 97 | 174 | 174 | |
| Sub-total | | 46,345 | 47,331 | 47,331 | 47,331 | 47,423 | 47,428 | 83,153 | 83,153 | 75.7% |
| Percent of Department Total | | 80.0% | 80.4% | 77.1% | 77.1% | 77.1% | 77.3% | 73.8% | 73.8% | |
| CONTRACTUAL SERVICES | | | | | | | | | | |
| LEGAL SERVICES | 01 102.0000 5212 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| OTHER PROFESSIONAL SERVICES | 01 102.0000 5219 | 316 | 297 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | |
| SUNDY CONTRACTORS | 01 102.0000 5299 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Sub-total | | 316 | 297 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 0.0% |
| SUPPLIES | | | | | | | | | | |
| OFFICE SUPPLIES | 01 102.0000 5312 | 262 | 203 | 200 | 200 | 200 | 300 | 350 | 350 | |
| PRINTING | 01 102.0000 5313 | 180 | 135 | 300 | 300 | 300 | 200 | 250 | 250 | |
| BOARDS AND COMMISSIONS EXP | 01 102.0000 5329 | 0 | 0 | 0 | 0 | 0 | 0 | 1,000 | 1,000 | |
| Sub-total | | 442 | 338 | 500 | 500 | 500 | 500 | 1,600 | 1,600 | 220.0% |
| SERVICES AND CHARGES | | | | | | | | | | |
| OFFICIAL NOTICES/ADVERTISING | 01 102.0000 5421 | 0 | 0 | 250 | 250 | 250 | 150 | 150 | 150 | |
| MEMBERSHIPS | 01 102.0000 5424 | 0 | 0 | 0 | 0 | 0 | 0 | 9,300 | 9,300 | |
| CONFERENCES AND SCHOOLS | 01 102.0000 5425 | 150 | 0 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | |
| MILEAGE | 01 102.0000 5432 | 10,575 | 10,800 | 10,800 | 10,800 | 10,800 | 10,800 | 15,600 | 15,600 | |
| Sub-total | | 10,725 | 10,800 | 12,550 | 12,550 | 12,550 | 12,450 | 26,550 | 26,550 | 111.6% |
| CONTRIBUTIONS AND AWARDS | | | | | | | | | | |
| LEGISLATIVE CONTRIBUTIONS | 01 102.0000 5722 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| EMPLOYEE AWARDS | 01 102.0000 5726 | 29 | 0 | 0 | 0 | 0 | 0 | 400 | 400 | |
| VOLUNTEER RECOGNITION | 01 102.0000 5734 | 102 | 102 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Sub-total | | 131 | 102 | 0 | 0 | 0 | 0 | 400 | 400 | |
| GRAND TOTAL COMMON COUNCIL | | 57,959 | 58,868 | 61,381 | 61,381 | 61,473 | 61,378 | 112,703 | 112,703 | 83.6% |
| 2006 Budget request combines the Mayor, Aldermen and some Administration costs in the prior Aldermen budget ac | | | | | | | | | | 32.3% |

| CITY OF FRANKLIN 2006 BUDGET | | 2003 Actual | 2004 Actual | 2005 Adopted | 2005 Amended | 2005 Estimate | 2006 Dept/Request | 2006 Request | 2006 Adopted | Percent Change |
|----------------------------------|------------------|----------------|----------------|-----------------|-----------------|------------------|----------------------|-----------------|-----------------|-------------------|
| GENERAL FUND EXPENDITURES | | | | | | | | | | |
| MAYOR | | | | | | | | | | |
| PERSONAL SERVICES | | | | | | | | | | |
| SALARIES-PT | 01 101.0000 5113 | 16,800 | 16,800 | 16,800 | 16,800 | 16,800 | 16,800 | 0 | 0 | |
| FICA | 01 101.0000 5151 | 1,652 | 1,652 | 1,652 | 1,652 | 1,652 | 1,652 | 0 | 0 | |
| WORKERS COMPENSATION INS | 01 101.0000 5156 | | | | | 37 | 39 | 0 | 0 | |
| Sub-total | | 18,452 | 18,452 | 18,452 | 18,452 | 18,489 | 18,491 | 0 | 0 | -100.0% |
| Percent of Department Total | | 79.4% | 79.3% | 77.5% | 77.5% | 77.6% | 77.7% | #DIV/0! | #DIV/0! | |
| CONTRACTUAL SERVICES | | | | | | | | | | |
| LEGAL SERVICES | 01 101.0000 5212 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Sub-total | | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0.0% |
| SUPPLIES | | | | | | | | | | |
| OFFICE SUPPLIES | 01 101.0000 5312 | 0 | 0 | 100 | 100 | 100 | 55 | 0 | 0 | |
| PRINTING | 01 101.0000 5313 | 0 | 0 | 50 | 50 | 50 | 50 | 0 | 0 | |
| Sub-total | | 0 | 0 | 150 | 150 | 150 | 105 | 0 | 0 | -100.0% |
| SERVICES AND CHARGES | | | | | | | | | | |
| SUBSCRIPTIONS | 01 101.0000 5422 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| CONFERENCES AND SCHOOLS | 01 101.0000 5425 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| MILEAGE | 01 101.0000 5432 | 4,800 | 4,800 | 4,800 | 4,800 | 4,800 | 4,800 | 0 | 0 | |
| Sub-total | | 4,800 | 4,800 | 4,800 | 4,800 | 4,800 | 4,800 | 0 | 0 | -100.0% |
| CONTRIBUTIONS AND AWARDS | | | | | | | | | | |
| EMPLOYEE AWARDS | 01 101.0000 5726 | 0 | 20 | 400 | 400 | 400 | 400 | 0 | 0 | |
| GRAND TOTAL MAYOR | | 23,252 | 23,273 | 23,802 | 23,802 | 23,839 | 23,796 | 0 | 0 | -100.0% |

MUNICIPAL COURT
121

DEPARTMENT: Municipal Court

PROGRAM MANAGER: Municipal Judge

PROGRAM DESCRIPTION:

The Municipal Court has jurisdiction over local ordinance and traffic citations issued in the City. The Court is presided over by a Municipal Judge, elected every three years. The Judge is required by Local Ordinance to be a licensed attorney. The cost of the court clerks for the weekly trial and pleading sessions is also included in this program. The Police Department provides administrative services for the Court which are accounted for in a separate program. The City's interests at trial are represented by the City Attorney's office are also accounted for in a separate program. Also included in this program is the cost of boarding prisoners.

SERVICES:

- Presides over Municipal Court, adjudicating violations of municipal ordinances and traffic citations and imposing forfeitures where provided by law.
- Provides for the boarding of Prisoners

STAFFING:

| Authorized Positions (FTE) | 2001 | 2002 | 2003 | 2004 | 2005 | 2006 |
|--------------------------------------|------|------|------|------|------|------|
| Municipal Judge (part-time, elected) | 0.12 | 0.15 | 0.15 | 0.15 | 0.15 | 0.15 |
| Court Clerk * | 0.25 | 0.45 | 0.45 | 0.45 | 0.50 | 2.00 |
| Total | 0.37 | 0.60 | 0.60 | 0.60 | 0.65 | 2.15 |

* Administration and Human Resource support through the Police Department

ACTIVITY MEASURES:

| Activity | 2001 | 2002 | 2003 | 2004 | 2005* | 2006* |
|-----------------------|--------|-------|------|-------|-------|-------|
| Municipal court cases | 10,075 | 9,347 | 8506 | 9,434 | 9,500 | 9,500 |

* Forecast

BUDGET SUMMARY:

Two daytime and four nighttime court sessions per month are held. A community service alternative on a limited basis at the Franklin Public Library is currently available as an alternative to serving time at the House of Correction. If more opportunity's were available within the City additional savings in this budget could be possible.

| CITY OF FRANKLIN 2006 BUDGET | | 2003 Actual | 2004 Actual | 2005 Adopted | 2005 Amended | 2005 Estimate | 2006 Dept/Request | 2006 Request | 2006 Adopted | Percent Change |
|--|------------------|----------------|----------------|-----------------|-----------------|------------------|----------------------|-----------------|-----------------|-------------------|
| MUNICIPAL COURT | | | | | | | | | | |
| PERSONAL SERVICES | | | | | | | | | | |
| | 01 121 0000 5111 | | | | | | | | 47,385 | |
| SALARIES-FT | 01 121 0000 5113 | 34,103 | 34,131 | 35,258 | 33,983 | 34,120 | 34,448 | 34,448 | 34,448 | |
| SALARIES-PT | 01 121 0000 5117 | | | | | | | | 2,575 | |
| SALARIES-OT | 01 121 0000 5133 | | | | | | | | 258 | |
| LONGEVITY | 01 121 0000 5134 | | | | 725 | 720 | 738 | 738 | 3,677 | |
| HOLIDAY PAY | 01 121 0000 5135 | | | | 550 | 554 | 567 | 567 | 4,824 | |
| VACATION PAY | 01 121 0000 5151 | 2,494 | 2,519 | 2,697 | 2,697 | 2,708 | 2,735 | 2,735 | 7,127 | |
| FICA | 01 121 0000 5152 | 0 | 0 | 1,426 | 1,426 | 1,439 | 1,475 | 1,475 | 7,216 | |
| RETIREMENT | 01 121 0000 5153 | | | | | 0 | 0 | 0 | 0 | |
| RETIREE HEALTH INSURANCE | 01 121 0000 5154 | 0 | 0 | 3,195 | 3,195 | 3,306 | 3,780 | 3,780 | 29,196 | |
| GROUP HEALTH & DENTAL | 01 121 0000 5155 | 0 | 0 | 32 | 32 | 49 | 65 | 65 | 307 | |
| LIFE INSURANCE | 01 121 0000 5156 | | | | | 60 | 64 | 68 | 175 | |
| WORKERS COMPENSATION INS | | | | | | | | | | |
| Sub-total | | 36,597 | 36,650 | 42,608 | 42,608 | 42,956 | 43,872 | 43,876 | 137,188 | 222.0% |
| Percent of Department Total | | 45.2% | 42.3% | 56.0% | 56.0% | 53.2% | 53.3% | 53.9% | 78.5% | |
| CONTRACTUAL SERVICES | | | | | | | | | | |
| EQUIPMENT MAINTENANCE | 01 121 0000 5242 | | | | | 650 | 300 | 300 | 300 | |
| OTHER PROFESSIONAL SERVICES | 01 121 0000 5219 | 290 | 250 | 500 | 500 | 500 | 550 | 550 | 550 | |
| PRISONER BOARDING | 01 121 0000 5294 | 42,382 | 47,887 | 30,000 | 30,000 | 33,500 | 35,000 | 34,200 | 34,200 | |
| COLLECTION SERVICES | 01 121 0000 5298 | 144 | 268 | 0 | 0 | 450 | 450 | 450 | 450 | |
| Sub-total | | 42,816 | 48,405 | 30,500 | 30,500 | 35,100 | 36,300 | 35,500 | 35,500 | 16.4% |
| SUPPLIES | | | | | | | | | | |
| OFFICE SUPPLIES | 01 121 0000 5312 | 313 | 221 | 300 | 300 | 300 | 400 | 400 | 400 | |
| PRINTING | 01 121 0000 5313 | 299 | 410 | 350 | 350 | 350 | 350 | 350 | 350 | |
| Sub-total | | 612 | 631 | 650 | 650 | 650 | 750 | 750 | 750 | 15.4% |
| SERVICES AND CHARGES | | | | | | | | | | |
| SUBSCRIPTIONS | 01 121 0000 5422 | 0 | 0 | 100 | 100 | 0 | 100 | 100 | 100 | |
| MEMBERSHIPS | 01 121 0000 5424 | 137 | 125 | 150 | 150 | 125 | 150 | 150 | 150 | |
| CONFERENCES AND SCHOOLS | 01 121 0000 5425 | 613 | 550 | 800 | 800 | 700 | 800 | 800 | 800 | |
| JURY/WITNESS FEES | 01 121 0000 5429 | 234 | 269 | 300 | 300 | 200 | 300 | 300 | 300 | |
| Sub-total | | 984 | 944 | 1,350 | 1,350 | 1,025 | 1,350 | 1,350 | 1,350 | 0.0% |
| TOTAL GENERAL FUND | | 81,009 | 86,630 | 75,108 | 75,108 | 79,731 | 82,272 | 81,476 | 174,788 | 132.7% |
| CAPITAL OUTLAY FUND | | | | | | | | | | |
| COMPUTER EQUIPMENT | 41 121 0000 5841 | 0 | 0 | 1,000 | 1,000 | 1,000 | 0 | 0 | 0 | |
| SOFTWARE | 41 121 0000 5843 | 0 | 0 | 0 | 0 | 0 | | | | |
| TOTAL CAPITAL OUTLAY FUND | | 0 | 0 | 1,000 | 1,000 | 1,000 | 0 | 0 | 0 | |
| GRAND TOTAL MUNICIPAL COURT | | 81,009 | 86,630 | 76,108 | 76,108 | 80,731 | 82,272 | 81,476 | 174,788 | 129.7% |
| Less Program Revenue: | | | | | | | | | | |
| Penalties & Forfeitures @ 12% | | -43,517 | -47,660 | -54,000 | -54,000 | -54,000 | -54,000 | -54,000 | -54,000 | |
| Net Municipal Court Related Costs | | 37,492 | 38,970 | 22,108 | 22,108 | 26,731 | 28,272 | 27,476 | 120,788 | |

CITY CLERK/ELECTIONS

141, 142

DEPARTMENT: City Clerk

PROGRAM MANAGER: City Clerk

PROGRAM DESCRIPTION:

The City Clerk is the legal custodian of the city's official records, responsible for the administration of elections, complaint handling, legal notification to the public, the issuance of licenses and permits, and the preparation of the official minutes. The Clerk's Office provides administrative support to the mayor, common council, various boards, commissions and committees, and responds to informational requests from the general public. In addition, the Clerk's office is responsible for the Elections budget.

The Elections budget provides funding for the operation of local, school, state, and federal elections in the City of Franklin. All election records and voter files are maintained and all elections are conducted through the Office of the City Clerk.

SERVICES:

- Prepare and review Common Council agenda.
- Attend all Council meetings; Board and Commission meetings as necessary.
- Maintain custody of city's official records, providing access to and responding to public records requests.
- Prepare, distribute and process resolutions, ordinances, proclamations, agendas and minutes for meetings of the Common Council and various city boards, commissions and committees, including ad hoc groups.
- Complaint handling
- Index Council minutes, resolutions and ordinances.
- Codify approved ordinances.
- Administer oaths of office and certify official documents.
- Issue permits and licenses, as required by local and state laws.
- Oversee City records management and retention program.
- Administer elections, which includes providing candidate information, voter registration, verification and updating of voter records, assistance with absentee voting, and election inspector training.
- Coordinate, prepare and distribute city directory and monthly calendar.

STAFFING:

| Authorized Positions (FTE) | 2001 | 2002 | 2003 | 2004 | 2005 | 2006 |
|----------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| City Clerk | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Deputy City Clerk | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Administration Clerk | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Clerk/Typist | .50 | .50 | .50 | .50 | .50 | .50 |
| Total | 3.50 | 3.50 | 3.50 | 3.50 | 3.50 | 3.50 |

ACTIVITY MEASURES:

| Activity | 2001 | 2002 | 2003 | 2004 | 2005* | 2006* |
|-------------------------|---------------|---------------|---------------|---------------|---------------|---------------|
| Liquor licenses | **70 | 47 | 53 | 45 | 47 | 47 |
| Bartenders licenses | 304 | 360 | 334 | 294 | 300 | 300 |
| Property status reports | 246 | 243 | 178 | 175 | 125 | 150 |
| Registered voters | 17,836 | 18,194 | 19,929 | 19,160 | 24,000 | 24,000 |
| Elections held | 2 | 8 | 3 | 4 | 2 | 4 |
| Other licenses | 810 | 810 | 810 | 810 | 810 | 810 |

*Forecast

**Includes temporary one-day beer/wine licenses issued.

BUDGET SUMMARY:

1) Elections increase in funding is due to 4 elections scheduled in 2006.

2) Capital Outlay:

Computer Equipment

\$3,000

As a requirement of the Help America Vote Act of 2002 (HAVA), the State of Wisconsin must have a Statewide Voter Registration System (SVRS) in operation by January 1, 2006, which will replace the City's current voter registration program. The Wisconsin State Elections Board has received federal funding for software, implementation, and various components of the project; however, each municipality must provide basic hardware and connectivity (which will be supported by our current high speed internet connection).

Three computer workstations (3 @ \$1,000)

\$3,000.00

Total \$3,000.00

| CITY OF FRANKLIN 2006 BUDGET | | 2003 Actual | 2004 Actual | 2005 Adopted | 2005 Amended | 2005 Estimate | 2006 Dep/Request | 2006 Request | 2006 Adopted | Percent Change |
|-------------------------------------|------------------|----------------|----------------|-----------------|-----------------|------------------|---------------------|-----------------|-----------------|-------------------|
| CITY CLERK | | | | | | | | | | |
| PERSONAL SERVICES | | | | | | | | | | |
| SALARIES-FT | 01 141 0000 5111 | 129,689 | 140,503 | 143,521 | 123,121 | 123,859 | 128,847 | 133,847 | 133,847 | |
| SALARIES-PT | 01 141 0000 5113 | 14,363 | 15,450 | 16,043 | 15,743 | 15,746 | 14,406 | 14,406 | 14,406 | |
| SALARIES-OT | 01 141 0000 5117 | 898 | 1,147 | 1,075 | 1,075 | 1,075 | 1,075 | 1,075 | 1,075 | |
| COMPTIME TAKEN | 01 141 0000 5118 | 0 | 16 | 150 | 150 | 150 | 150 | 150 | 150 | |
| LONGEVITY | 01 141 0000 5133 | 483 | 617 | 749 | 749 | 749 | 780 | 780 | 780 | |
| HOLIDAY PAY | 01 141 0000 5134 | | | | 8,650 | 8,639 | 8,868 | 8,868 | 8,868 | |
| VACATION PAY | 01 141 0000 5135 | | | | 12,050 | 12,038 | 12,357 | 12,357 | 12,357 | |
| FICA | 01 141 0000 5151 | 10,999 | 12,029 | 12,358 | 12,358 | 12,413 | 12,736 | 13,118 | 13,118 | |
| RETIREMENT | 01 141 0000 5152 | 13,112 | 15,831 | 16,154 | 16,154 | 16,226 | 16,648 | 17,148 | 17,148 | |
| RETIREE HEALTH INSURANCE | 01 141 0000 5153 | | | | | 0 | 0 | 0 | 0 | |
| GROUP HEALTH & DENTAL | 01 141 0000 5154 | 24,498 | 29,639 | 35,681 | 35,681 | 34,800 | 39,818 | 39,818 | 39,818 | |
| LIFE INSURANCE | 01 141 0000 5155 | 751 | 797 | 812 | 812 | 826 | 839 | 839 | 839 | |
| WORKERS COMPENSATION INS | 01 141 0000 5156 | | | | | 281 | 305 | 331 | 331 | |
| Allocated payroll cost | 01 141 0000 5199 | -9,400 | -9,500 | -9,900 | -9,900 | -9,900 | -10,600 | -10,600 | -10,600 | |
| Sub-total | | 185,393 | 206,529 | 216,643 | 216,643 | 216,902 | 226,229 | 232,137 | 232,137 | 7.2% |
| Percent of Department Total | | 86.7% | 88.3% | 88.5% | 88.5% | 88.5% | 87.9% | 89.0% | 89.0% | |
| CONTRACTUAL SERVICES | | | | | | | | | | |
| FILING FEES | 01 141 0000 5223 | 1,089 | 3,196 | 1,200 | 1,200 | 1,200 | 1,200 | 1,200 | 1,200 | |
| EQUIPMENT MAINTENANCE | 01 141 0000 5242 | 0 | 215 | 0 | 0 | 0 | 0 | 0 | 0 | |
| SUNDRY CONTRACTORS | 01 141 0000 5299 | 12,782 | 4,562 | 8,000 | 8,000 | 8,000 | 7,000 | 6,000 | 6,000 | |
| Sub-total | | 13,871 | 7,973 | 9,200 | 9,200 | 9,200 | 8,200 | 7,200 | 7,200 | -21.7% |
| SUPPLIES | | | | | | | | | | |
| OFFICE SUPPLIES | 01 141 0000 5312 | 771 | 1,159 | 1,500 | 1,500 | 1,500 | 1,500 | 1,300 | 1,300 | |
| PRINTING | 01 141 0000 5313 | 57 | 193 | 500 | 500 | 500 | 500 | 400 | 400 | |
| Sub-total | | 828 | 1,352 | 2,000 | 2,000 | 2,000 | 2,000 | 1,700 | 1,700 | -15.0% |
| SERVICES AND CHARGES | | | | | | | | | | |
| OFFICIAL NOTICES/ADVERTISING | 01 141 0000 5421 | 7,393 | 13,103 | 10,000 | 10,000 | 10,000 | 10,000 | 9,250 | 9,250 | |
| SUBSCRIPTIONS | 01 141 0000 5422 | 15 | 20 | 250 | 250 | 250 | 250 | 200 | 200 | |
| MEMBERSHIPS | 01 141 0000 5424 | 400 | 450 | 600 | 600 | 600 | 600 | 600 | 600 | |
| CONFERENCES AND SCHOOLS | 01 141 0000 5425 | 1,428 | 939 | 2,300 | 2,300 | 2,300 | 3,000 | 2,800 | 2,800 | |
| MILEAGE | 01 141 0000 5432 | 827 | 1,577 | 700 | 700 | 700 | 1,000 | 800 | 800 | |
| BACKGROUND CHECKS | 01 141 0000 5471 | 2,245 | 2,070 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | |
| Sub-total | | 12,308 | 18,159 | 16,850 | 16,850 | 16,850 | 17,850 | 16,650 | 16,650 | -1.2% |
| TOTAL GENERAL FUND | | 212,400 | 234,013 | 244,693 | 244,693 | 244,952 | 254,279 | 257,687 | 257,687 | 5.3% |
| CAPITAL OUTLAY FUND | | | | | | | | | | |
| OFFICE EQUIPMENT | 41 141 0000 5813 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| COMPUTER EQUIPMENT | 41 141 0000 5841 | 1,337 | 0 | 0 | 0 | 0 | 3,000 | 3,000 | 3,000 | |
| SOFTWARE | 41 141 0000 5843 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| TOTAL CAPITAL OUTLAY FUND | | 1,337 | 0 | 0 | 0 | 0 | 3,000 | 3,000 | 3,000 | 100.0% |
| GRAND TOTAL CITY CLERK | | 213,737 | 234,013 | 244,693 | 244,693 | 244,952 | 257,279 | 260,687 | 260,687 | 6.5% |
| Less Program Revenue: | | | | | | | | | | |
| Licenses: 4201 -4217 | | -49,697 | -47,639 | -51,000 | -51,000 | -51,000 | -48,000 | -48,000 | -48,000 | |
| Licenses: 4223 -4241 | | -19,450 | -14,895 | -19,300 | -19,300 | -19,300 | -17,250 | -17,250 | -17,250 | |
| PUBLICATIONS & RECORDING | 01 0000 4411 | -2,212 | -3,498 | -6,300 | -6,300 | -6,300 | -6,300 | -6,300 | -6,300 | |
| PROPERTY STATUS REPORTS | 01 0000 4413 | -4,748 | -4,201 | -7,000 | -7,000 | -7,000 | -4,000 | -4,000 | -4,000 | |
| Net City Clerk Related Costs | | 137,630 | 163,780 | 161,093 | 161,093 | 161,352 | 181,729 | 185,137 | 185,137 | |

| CITY OF FRANKLIN 2005 BUDGET | | 2003 Actual | 2004 Actual | 2005 Adopted | 2005 Amended | 2005 Estimate | 2006 Dept/Request | 2006 Request | 2006 Adopted | Percent Change |
|------------------------------------|------------------|----------------|----------------|-----------------|-----------------|------------------|----------------------|-----------------|-----------------|-------------------|
| ELECTIONS | | | | | | | | | | |
| PERSONAL SERVICES | | | | | | | | | | |
| SALARIES-FT | 01 142.0000 5111 | 572 | 814 | 363 | 363 | 366 | 752 | 752 | 752 | |
| SALARIES-PT | 01 142.0000 5113 | 0 | 8 | 89 | 89 | 91 | 187 | 187 | 187 | |
| SALARIES-TEMP | 01 142.0000 5115 | 7,250 | 21,961 | 10,282 | 10,282 | 10,282 | 20,563 | 20,263 | 20,263 | |
| SALARIES-OT | 01 142.0000 5117 | 775 | 3,780 | 672 | 672 | 680 | 1,397 | 1,397 | 1,397 | |
| LONGEVITY | 01 142.0000 5133 | 4 | 6 | 3 | 3 | 3 | 5 | 5 | 5 | |
| FICA | 01 142.0000 5151 | 97 | 337 | 86 | 86 | 87 | 179 | 179 | 179 | |
| RETIREMENT | 01 142.0000 5152 | 146 | 476 | 135 | 135 | 137 | 281 | 281 | 281 | |
| HEALTH INSURANCE | 01 142.0000 5154 | 256 | 327 | 185 | 185 | 269 | 407 | 407 | 407 | |
| LIFE INSURANCE | 01 142.0000 5155 | 8 | 5 | 5 | 5 | 5 | 10 | 10 | 10 | |
| WORKERS COMPENSATION INS | 01 142.0000 5156 | | | | | 29 | 62 | 60 | 60 | |
| Sub-total | | 9,108 | 27,715 | 11,820 | 11,820 | 11,948 | 23,843 | 23,541 | 23,541 | 99.2% |
| Percent of Department Total | | 53.0% | 86.6% | 53.0% | 53.0% | 53.2% | 81.0% | 80.8% | 80.8% | |
| CONTRACTUAL SERVICES | | | | | | | | | | |
| DP SERVICES | 01 142.0000 5214 | 890 | 310 | 600 | 600 | 600 | 600 | 600 | 600 | |
| EQUIPMENT MAINTENANCE | 01 142.0000 5242 | 1,716 | 1,800 | 1,800 | 1,800 | 1,800 | 1,800 | 1,800 | 1,800 | |
| Sub-total | | 2,606 | 2,110 | 2,400 | 2,400 | 2,400 | 2,400 | 2,400 | 2,400 | 0.0% |
| SUPPLIES | | | | | | | | | | |
| POSTAGE | 01 142.0000 5311 | 0 | 8 | 0 | 0 | 0 | 0 | 0 | 0 | |
| OFFICE SUPPLIES | 01 142.0000 5312 | 408 | 1,028 | 500 | 500 | 500 | 600 | 600 | 600 | |
| PRINTING | 01 142.0000 5313 | 1,134 | 629 | 1,200 | 1,200 | 1,200 | 1,500 | 1,500 | 1,500 | |
| Sub-total | | 1,542 | 1,655 | 1,700 | 1,700 | 1,700 | 2,100 | 2,100 | 2,100 | 23.5% |
| SERVICES AND CHARGES | | | | | | | | | | |
| OFFICIAL NOTICES/ADVERTISING | 01 142.0000 5421 | 282 | 363 | 250 | 250 | 250 | 400 | 400 | 400 | |
| CONFERENCES AND SCHOOLS | 01 142.0000 5425 | 62 | 0 | 600 | 600 | 600 | 600 | 600 | 600 | |
| MILEAGE | 01 142.0000 5432 | 101 | 140 | 100 | 100 | 100 | 100 | 100 | 100 | |
| Sub-total | | 445 | 503 | 950 | 950 | 950 | 1,100 | 1,100 | 1,100 | 15.8% |
| TOTAL GENERAL FUND | | 13,701 | 31,993 | 16,870 | 16,870 | 16,998 | 29,443 | 29,141 | 29,141 | 72.7% |
| CAPITAL OUTLAY FUND | | | | | | | | | | |
| OTHER CAPITAL EQUIPMENT | 41 142.0000 5819 | 0 | 0 | 5,450 | 5,450 | 5,450 | 0 | 0 | 0 | |
| SOFTWARE | 41 142.0000 5843 | 3,471 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| TOTAL CAPITAL OUTLAY FUND | | 3,471 | 0 | 5,450 | 5,450 | 5,450 | 0 | 0 | 0 | 0.0% |
| GRAND TOTAL ELECTIONS | | 17,172 | 31,993 | 22,320 | 22,320 | 22,448 | 29,443 | 29,141 | 29,141 | 30.6% |
| Less Program Revenue: | | | | | | | | | | |
| REFUNDS & REIMB - ELECTIONS | 01 0000 4782 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Net Elections Related Costs | | 17,172 | 31,993 | 22,320 | 22,320 | 22,448 | 29,443 | 29,141 | 29,141 | |

INFORMATION SERVICES
144

DEPARTMENT: Information Services

PROGRAM MANAGER: Director of Administration

PROGRAM DESCRIPTION:

City-wide computing and telecommunication needs are administered by this program. This includes the City Hall Complex local area network, as well as the City's wide area network (WAN), which includes all fire station locations, Public Works Garage, Sewer/Water operations, Police Facility and Library.

SERVICES:

- Maintain and grow the City WAN structure
- Perform maintenance and repair work on City-owned computing equipment
- Provide training and software support to City personnel
- Maintain and assist in development of the City's World Wide Web page
- Coordinate and monitor Internet and email access for City employees
- Maintain the City's telecommunication services and equipment

STAFFING:

The City's information services function is managed by the Director of Administration through a professional services contract with an outside data processing administration and technical support firm. In addition, the Information Services budget provides for outside contracting for Geographic Information System (GIS) support services and maintenance of GIS software. The City's cost of telecommunication services and equipment (excluding the Police Department) is included in this budget.

ACTIVITY MEASURES:

| Activity | 2001 | 2002 | 2003 | 2004 | 2005* | 2006* |
|-----------------------|------|------|------|-------|-------|-------|
| Total City computers | 115 | 136 | 136 | 138 | 140 | 140 |
| Software applications | 42 | 41 | 41 | 41 | 42 | 42 |
| Help Desk Requests | N/A | N/A | N/A | 1,400 | 1,400 | 1,400 |

* Forecast

BUDGET SUMMARY:

- 1) The primary reason for 2006 Adopted Budget reduction is the impact of a \$6,120 annual savings by changing internet provider services.
- 2) The 2006 Adopted Budget provides for continuation of contracted technical support services. This 24 hour/day – 7 days/week coverage is estimated to be less than the cost of 2 full-time, staff positions to provide data processing support.

- 3) Also included is the City's share of Govern System support services that cover the cost of any system enhancements or modifications.
- 4) The budget continues GIS support services during 2006. Actual costs will be dependent upon the level of technical expertise gained by City staff through training and the level of support needed from the City's GIS project management contractor.
- 5) Funding is continued in 2006 for additional web site enhancements, including development of E-Government capabilities.
- 6) Capital Outlays related to computer server and software purchases are continued at a budgeted amount of \$25,000 in 2006. This represents continuation of the City's annual replacement /upgrade plan.

| CITY OF FRANKLIN 2006 BUDGET | | 2003 Actual | 2004 Actual | 2005 Adopted | 2005 Amended | 2005 Estimate | 2006 Dept/Request | 2006 Request | 2006 Adopted | Percent Change |
|---|------------------|----------------|----------------|-----------------|-----------------|------------------|----------------------|-----------------|-----------------|-------------------|
| INFORMATION SERVICES | | | | | | | | | | |
| CONTRACTUAL SERVICES | | | | | | | | | | |
| DATA PROCESSING SERVICES | 01 144 0000 5214 | 113,909 | 109,114 | 130,000 | 130,000 | 130,000 | 133,900 | 130,800 | 130,800 | |
| GIS SUPPORT SERVICES | 01 144 0000 5215 | 49,166 | 51,530 | 51,200 | 51,200 | 51,200 | 52,515 | 51,200 | 51,200 | |
| OTHER PROFESSIONAL SERVICE | 01 144 0000 5219 | 43 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| EQUIPMENT MAINTENANCE | 01 144 0000 5242 | 0 | 75 | 14,600 | 14,600 | 14,600 | 15,038 | 14,600 | 14,600 | |
| SOFTWARE MAINTENANCE | 01 144 0000 5257 | 25,747 | 19,517 | 33,150 | 33,150 | 35,225 | 35,150 | 35,000 | 35,000 | |
| SUNDRY CONTRACTORS | 01 144 0000 5299 | 6,902 | 3,528 | 5,000 | 5,000 | 5,000 | 0 | 3,000 | 3,000 | |
| Sub-total | | 195,767 | 183,764 | 233,950 | 233,950 | 236,025 | 236,603 | 234,600 | 234,600 | 0.3% |
| SUPPLIES | | | | | | | | | | |
| OFFICE SUPPLIES | 01 144 0000 5312 | 6 | 14 | 250 | 250 | 250 | 250 | 250 | 250 | |
| PRINTING | 01 144 0000 5313 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| EDUCATION SUPPLIES | 01 144 0000 5328 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| OPERATING SUPPLIES - OTHER | 01 144 0000 5329 | 2,827 | 3,710 | 5,500 | 5,500 | 5,500 | 5,500 | 5,500 | 5,500 | |
| EQUIPMENT SUPPLIES | 01 144 0000 5333 | 1,764 | 1,812 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 | |
| Sub-total | | 4,597 | 5,536 | 8,250 | 8,250 | 8,250 | 8,250 | 8,250 | 8,250 | 0.0% |
| SERVICES AND CHARGES | | | | | | | | | | |
| DATA COMMUNICATION SERVICES | 01 144 0000 5410 | 33,454 | 11,632 | 12,900 | 12,900 | 12,900 | 6,780 | 6,780 | 6,780 | |
| TELEPHONE | 01 144 0000 5415 | 54,510 | 59,704 | 56,800 | 56,800 | 56,800 | 57,855 | 56,000 | 56,000 | |
| OFFICIAL NOTICES/ADVERTISING | 01 144 0000 5421 | 91 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| CONFERENCES AND SCHOOLS | 01 144 0000 5425 | 7,825 | 13 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Sub-total | | 95,880 | 71,349 | 69,700 | 69,700 | 69,700 | 64,635 | 62,780 | 62,780 | -9.9% |
| TOTAL GENERAL FUND | | 296,244 | 260,649 | 311,900 | 311,900 | 313,975 | 309,488 | 305,630 | 305,630 | -2.0% |
| CAPITAL OUTLAY FUND | | | | | | | | | | |
| FURNITURE/FIXTURES | 41 144 0000 5812 | 0 | 369 | 0 | 0 | 0 | 0 | 0 | 0 | |
| OTHER CAPITAL EQUIPMENT | 41 144 0000 5819 | 0 | 0 | 2,000 | 2,000 | 2,000 | 1,300 | 1,300 | 1,300 | |
| COMPUTER EQUIPMENT | 41 144 0000 5841 | 5,276 | 15,788 | 17,700 | 17,700 | 17,700 | 18,100 | 18,100 | 18,100 | |
| SOFTWARE | 41 144 0000 5843 | 19,759 | 14,901 | 5,300 | 5,300 | 5,300 | 5,600 | 5,600 | 5,600 | |
| TOTAL CAPITAL OUTLAY FUND | | 25,035 | 31,058 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 25,000 | 0.0% |
| GRAND TOTAL INFORMATION SERVICES | | 321,279 | 291,707 | 336,900 | 336,900 | 338,975 | 334,488 | 330,630 | 330,630 | -1.9% |

ADMINISTRATION and HUMAN RESOURCES

147

DEPARTMENT: Administration and Human Resources

PROGRAM MANAGER: Director of Administration

PROGRAM DESCRIPTION:

The Director of Administration serves as the Chief Administrative Officer of the Municipal Corporation; leading, planning, organizing and directing the administration of the City of Franklin toward the fulfillment of goals and policies determined by the Common Council. The Director coordinates the day-to-day administrative activities of the City, introduces new methods and procedures among City departments and apprises the Mayor and Common Council on operating results. The Director has responsibility of overseeing the City's insurance program.

The mission of the Human Resources function is to develop and maintain a high functioning workforce through strategic, flexible, progressive, and cost effective human resources systems. The services provided by Human Resources range from analysis and recommendations regarding complex compensation and benefits issues, consultation with management and policy makers, to direct service to employees. The functional areas encompassing Human Resources are: staffing, labor relations, compensation, benefits, training and development, employee records, equal employment opportunity, and human resources information systems.

MAJOR SERVICES:

- Attend Common Council meetings; provide staff support and attend Board and Commission meetings as necessary.
- In conjunction with the Personnel Committee and with support from the Human Resource Coordinator, is responsible for negotiation and administration of collectively bargained labor agreements; recruitment of non-sworn personnel; authorize pay and benefit changes within policy or contract; and manage the annual evaluation of Department Heads.
- Administration of the City's liability and property insurance.
- In coordination with the Human Resource Coordinator, administer the City's workers' compensation and employee health insurance programs.
- Coordinate the development and publication of the City's newsletter.
- Represent the City in intergovernmental and legislative functions.
- Maintain and upgrade the City's web site.
- Maintain the City's information technology and voice communications systems.
- Provide staff support to the Personnel Committee.
- Make recommendations relative to employee benefits design.
- Coordinate staff training and development as requested by Department Heads.
- Develop, recommend and maintain Human Resources Policies and Procedures.
- Coordinate the City's annual employee performance evaluation procedure.

STAFFING:

| Authorized Positions (FTE) | 2001 | 2002 | 2003 | 2004 | 2005 | 2006 |
|-----------------------------------|-------------|-------------|-------------|-------------|-------------|-------------|
| Director of Administration | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Administrative Assistant | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Human Resources Coordinator | 1.00 | 1.00 | .00 | .00 | .00 | 1.00 |
| Human Resources Manager | .00 | .00 | 1.00 | 1.00 | 1.00 | 0.00 |
| Clerk Typist | .00 | .00 | .25 | .25 | .80 | .80 |
| Total | 3.00 | 3.00 | 3.25 | 3.25 | 3.80 | 3.80 |

ACTIVITY MEASURES:

| Activity | 2001 | 2002 | 2003 | 2004 | 2005* | 2006* |
|--|-------------|-------------|-------------|-------------|--------------|--------------|
| Labor Contracts Negotiated | 3 | 0 | 1 | 5 | 4 | 2 |
| Worker's Comp Claims | 50 | 59 | 48 | 48 | 54 | 50 |
| Job Analyses Conducted & Job Description Revised | 20 | 12 | 40 | 22 | 20 | 20 |
| New Hires | 24 | 22 | 20 | 18 | 18 | 18 |
| Separations from Service | 16 | 16 | 16 | 16 | 15 | 15 |
| Turnover Rate | 7.3% | 7.1% | 7.0% | 7.1% | 6.6% | 6.4% |
| Full Time Equivalent (FTE) Positions | 218.10 | 226.02 | 227.27 | 224.68 | 228.23 | 235.62 |
| Civil Service Exams Administered | N/A | 371 | 225 | 200 | 240 | 240 |

* Forecast

BUDGET SUMMARY:

1. This budget reflects, for the first time, the consolidation of the Administration (Dept. 147) and the Human Resources (Dept. 148) budgets in to the Administration Department budget. This budgetary consolidation is the result of the current year action by the Common Council to eliminate the Human Resources Manager position and place Human Resources department responsibility directly under the Director of Administration. The Director will be assisted by a Human Resources Coordinator.
2. An increase in Labor Attorney fees reflect current year experience and anticipated services related to the negotiation of at least two labor contracts during 2006.
3. An appropriation is provided for the replacement of a computer workstation.

| CITY OF FRANKLIN 2006 BUDGET | | 2003 Actual | 2004 Actual | 2005 Adopted | 2005 Amended | 2005 Estimate | 2006 Dep/Request | 2006 Request | 2006 Adopted | Percent Change |
|---|------------------|----------------|----------------|-----------------|-----------------|------------------|---------------------|-----------------|-----------------|-------------------|
| ADMINISTRATION | | | | | | | | | | |
| PERSONAL SERVICES | | | | | | | | | | |
| SALARIES-FT | 01 147 0000 5111 | 104,990 | 108,130 | 111,407 | 98,957 | 99,160 | 102,713 | 159,181 | 159,181 | |
| SALARIES-PT | 01 147 0000 5113 | | | | | | | 24,445 | 24,445 | |
| SALARIES-OT | 01 147 0000 5117 | 1,452 | 2,071 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | 1,500 | |
| COMPTIME TAKEN | 01 147 0000 5118 | 585 | 1,018 | 500 | 500 | 500 | 500 | 500 | 500 | |
| LONGEVITY | 01 147 0000 5133 | 0 | 0 | 80 | 80 | 80 | 120 | 204 | 204 | |
| HOLIDAY PAY | 01 147 0000 5134 | | | | 6,000 | 6,103 | 6,255 | 9,419 | 9,419 | |
| VACATION PAY | 01 147 0000 5135 | | | | 6,450 | 6,539 | 6,702 | 11,850 | 11,850 | |
| FICA | 01 147 0000 5151 | 8,092 | 8,411 | 8,682 | 8,682 | 8,712 | 9,011 | 15,843 | 15,843 | |
| RETIREMENT | 01 147 0000 5152 | 10,703 | 11,122 | 11,349 | 11,349 | 11,388 | 11,779 | 20,710 | 20,710 | |
| RETIREE HEALTH INSURANCE | 01 147 0000 5153 | | | | | 0 | 0 | 0 | 0 | |
| GROUP HEALTH & DENTAL | 01 147 0000 5154 | 16,023 | 17,952 | 20,686 | 20,686 | 20,820 | 23,787 | 30,986 | 30,986 | |
| LIFE INSURANCE | 01 147 0000 5155 | 927 | 996 | 1,017 | 1,017 | 1,021 | 1,030 | 1,809 | 1,809 | |
| WORKERS COMPENSATIONINS | 01 147 0000 5156 | | | | | 201 | 219 | 401 | 401 | |
| Allocated payroll cost | 01 147 0000 5199 | -7,200 | -7,600 | -7,900 | -7,900 | -7,900 | -7,300 | -15,300 | -15,300 | |
| Sub-total | | 135,572 | 142,100 | 147,321 | 147,321 | 148,124 | 156,316 | 261,548 | 261,548 | 77.5% |
| Percent of Department Total | | 62.6% | 62.4% | 63.2% | 63.2% | 63.3% | 64.4% | 62.9% | 62.9% | |
| CONTRACTUAL SERVICES | | | | | | | | | | |
| MEDICAL SERVICES | 01 147 0000 5211 | | | | | | | 3,500 | 3,500 | |
| HR PROCESSING FEES | 01 147 0000 5215 | | | | | | | 12,000 | 12,000 | |
| OTHER PROFESSIONAL SERVICES | 01 147 0000 5219 | 0 | 0 | 0 | 0 | 0 | 0 | 750 | 750 | |
| AUTO MAINTENANCE | 01 147 0000 5241 | 481 | 393 | 600 | 600 | 600 | 600 | 600 | 600 | |
| EQUIPMENT MAINTENANCE | 01 147 0000 5242 | 2,354 | 15,820 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 | 2,500 | |
| LABOR ATTORNEY | 01 147 0000 5252 | | | | | | | 33,200 | 33,200 | |
| UNEMPLOYMENT COSTS | 01 147 0000 5287 | | | | | | | 5,300 | 5,300 | |
| SUNDRY CONTRACTORS | 01 147 0000 5299 | 0 | 0 | 0 | 0 | 0 | 0 | 4,500 | 4,500 | |
| Sub-total | | 2,835 | 16,213 | 3,100 | 3,100 | 3,100 | 3,100 | 62,350 | 62,350 | 1911.3% |
| SUPPLIES | | | | | | | | | | |
| POSTAGE | 01 147 0000 5311 | 41,384 | 32,721 | 40,850 | 40,850 | 40,850 | 40,850 | 40,950 | 40,950 | |
| OFFICE SUPPLIES | 01 147 0000 5312 | 41 | 21 | 500 | 500 | 500 | 500 | 800 | 800 | |
| PRINTING | 01 147 0000 5313 | 6,970 | 4,950 | 5,950 | 5,950 | 5,950 | 5,950 | 8,650 | 8,650 | |
| TRASH BAGS | 01 147 0000 5323 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| EDUCATION SUPPLIES-TESTING | 01 147 0000 5328 | | | | | | | 6,150 | 6,150 | |
| OPERATING SUPPLIES-OTHER | 01 147 0000 5329 | 5,189 | 4,320 | 8,500 | 8,500 | 8,500 | 8,500 | 8,500 | 8,500 | |
| FUEL & LUBRICANTS | 01 147 0000 5331 | 344 | 377 | 750 | 750 | 750 | 750 | 750 | 750 | |
| Sub-total | | 53,928 | 42,389 | 56,550 | 56,550 | 56,550 | 56,550 | 65,800 | 65,800 | 16.4% |
| SERVICES AND CHARGES | | | | | | | | | | |
| TELEPHONE | 01 147 0000 5415 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| OFFICIAL NOTICES/ADVERTISING | 01 144 0000 5421 | 81 | 0 | 0 | 0 | 0 | 0 | 4,000 | 4,000 | |
| SUBSCRIPTIONS | 01 147 0000 5422 | 453 | 303 | 400 | 400 | 400 | 400 | 650 | 650 | |
| MEMBERSHIPS | 01 147 0000 5424 | 8,968 | 9,059 | 9,500 | 9,500 | 9,500 | 9,500 | 1,250 | 1,250 | |
| CONFERENCES AND SCHOOLS | 01 147 0000 5425 | 1,216 | 1,061 | 1,500 | 1,500 | 1,500 | 1,500 | 2,700 | 2,700 | |
| ALLOCATED INSURANCE COST | 01 147 0000 5428 | | | | 200 | 200 | 200 | 300 | 300 | |
| MILEAGE | 01 147 0000 5432 | 22 | 0 | 150 | 150 | 150 | 150 | 150 | 150 | |
| EQUIPMENT RENTAL | 01 147 0000 5433 | 7,339 | 8,067 | 8,500 | 8,500 | 8,500 | 10,000 | 10,000 | 10,000 | |
| Sub-total | | 18,079 | 18,490 | 20,050 | 20,250 | 20,250 | 21,750 | 19,050 | 19,050 | -5.0% |
| TOTAL GENERAL FUND | | 210,414 | 219,192 | 227,021 | 227,221 | 228,024 | 237,716 | 408,748 | 408,748 | 80.0% |
| CAPITAL OUTLAY FUND | | | | | | | | | | |
| OFFICE EQUIPMENT | 41 147 0000 5813 | 404 | 1,853 | 1,000 | 1,000 | 1,000 | 2,000 | 2,500 | 2,500 | |
| COMPUTER EQUIPMENT | 41 147 0000 5841 | 1,289 | 2,587 | 4,000 | 4,000 | 4,000 | 2,000 | 3,500 | 3,500 | |
| SOFTWARE | 41 147 0000 5843 | 4,584 | 3,911 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | |
| TOTAL CAPITAL OUTLAY FUND | | 6,277 | 8,351 | 6,000 | 6,000 | 6,000 | 5,000 | 7,000 | 7,000 | 16.7% |
| GRAND TOTAL ADMINISTRATION | | 216,691 | 227,543 | 233,021 | 233,221 | 234,024 | 242,716 | 415,748 | 415,748 | 78.4% |
| 2006 Budget request combines Administration and Human Resources costs in the Administration budget accounts | | | | | | | | | | 4.6% |

| CITY OF FRANKLIN 2006 BUDGET | | 2003 Actual | 2004 Actual | 2005 Adopted | 2005 Amended | 2005 Estimate | 2006 Dept/Request | 2006 Request | 2006 Adopted | Percent Change |
|------------------------------------|------------------|----------------|----------------|-----------------|-----------------|------------------|----------------------|-----------------|-----------------|-------------------|
| HUMAN RESOURCES | | | | | | | | | | |
| PERSONAL SERVICES | | | | | | | | | | |
| SALARIES-FT | 01 148.0000 5111 | 47,737 | 59,337 | 62,348 | 53,698 | 39,656 | 56,467 | 0 | 0 | |
| SALARIES-PT | 01 148.0000 5113 | 108 | 0 | 23,220 | 22,420 | 22,383 | 23,048 | 0 | 0 | |
| SALARIES-TEMP | 01 148.0000 5115 | 462 | 490 | 0 | 0 | 0 | 0 | 0 | 0 | |
| SALARIES-OT | 01 148.0000 5117 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| LONGEVITY | 01 148.0000 5133 | 0 | 0 | 84 | 84 | 84 | 84 | 0 | 0 | |
| HOLIDAY PAY | 01 148.0000 5134 | | | | 4,450 | 4,443 | 4,561 | 0 | 0 | |
| VACATION PAY | 01 148.0000 5135 | | | | 5,000 | 5,015 | 5,148 | 0 | 0 | |
| FICA | 01 148.0000 5151 | 3,665 | 4,507 | 6,552 | 6,552 | 5,476 | 6,832 | 0 | 0 | |
| RETIREMENT | 01 148.0000 5152 | 4,774 | 1,769 | 8,565 | 8,565 | 6,644 | 8,931 | 0 | 0 | |
| RETIREE HEALTH INSURANCE | 01 148.0000 5153 | | | | | 0 | 0 | 0 | 0 | |
| GROUP HEALTH & DENTAL | 01 148.0000 5154 | 4,454 | 5,637 | 6,077 | 6,077 | 4,324 | 7,199 | 0 | 0 | |
| LIFE INSURANCE | 01 148.0000 5155 | 252 | 534 | 532 | 532 | 557 | 780 | 0 | 0 | |
| WORKES COMPENSATION INS | 01 148.0000 5156 | | | | | 122 | 161 | 0 | 0 | |
| ALLOCATED PAYROLL COST | 01 148.0000 5199 | -5,600 | -5,800 | -6,000 | -6,000 | -6,000 | -8,000 | 0 | 0 | |
| Sub-total | | 55,853 | 65,474 | 101,378 | 101,378 | 82,704 | 105,211 | 0 | 0 | -100.0% |
| Percent of Department Total | | 49.1% | 46.9% | 61.6% | 61.6% | 52.7% | 58.0% | #DIV/0! | #DIV/0! | |
| CONTRACTUAL SERVICES | | | | | | | | | | |
| MEDICAL SERVICES | 01 148.0000 5211 | 2,748 | 2,350 | 3,500 | 3,500 | 3,500 | 3,500 | 0 | 0 | |
| HR PROCESSING FEES | 01 148.0000 5215 | 10,730 | 11,791 | 12,000 | 12,000 | 12,000 | 12,000 | 0 | 0 | |
| OTHER PROFESSIONAL SERVICES | 01 148.0000 5219 | 750 | 1,680 | 750 | 750 | 750 | 750 | 0 | 0 | |
| LABOR ATTORNEY | 01 148.0000 5252 | 34,048 | 30,047 | 23,950 | 23,950 | 35,000 | 35,000 | 0 | 0 | |
| UNEMPLOYMENT COSTS | 01 148.0000 5287 | 0 | 16,387 | 5,150 | 5,150 | 5,150 | 5,300 | 0 | 0 | |
| SUNDRY CONTRACTORS | 01 148.0000 5299 | 3,867 | 3,772 | 4,500 | 4,500 | 4,500 | 4,500 | 0 | 0 | |
| Sub-total | | 52,143 | 66,027 | 49,850 | 49,850 | 60,900 | 61,050 | 0 | 0 | -100.0% |
| SUPPLIES | | | | | | | | | | |
| OFFICE SUPPLIES | 01 148.0000 5312 | 345 | 881 | 200 | 200 | 200 | 300 | 0 | 0 | |
| PRINTING | 01 148.0000 5313 | 609 | 11 | 200 | 200 | 200 | 200 | 0 | 0 | |
| EDUCATION SUPPLIES-TESTING | 01 148.0000 5328 | 1,045 | 1,158 | 6,150 | 6,150 | 6,150 | 6,150 | 0 | 0 | |
| FUNERAL FLOWERS | 01 148.0000 5399 | 216 | 185 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Sub-total | | 2,215 | 2,235 | 6,550 | 6,550 | 6,550 | 6,650 | 0 | 0 | -100.0% |
| SERVICES AND CHARGES | | | | | | | | | | |
| OFFICIAL NOTICES/ADVERTISING | 01 148.0000 5421 | 2,089 | 4,012 | 4,000 | 4,000 | 4,000 | 4,000 | 0 | 0 | |
| SUBSCRIPTIONS | 01 148.0000 5422 | 340 | 250 | 250 | 250 | 250 | 250 | 0 | 0 | |
| MEMBERSHIPS | 01 148.0000 5424 | 591 | 531 | 800 | 800 | 800 | 800 | 0 | 0 | |
| CONFERENCES AND SCHOOLS | 01 148.0000 5425 | 462 | 1,220 | 1,200 | 1,200 | 1,200 | 1,200 | 0 | 0 | |
| MILEAGE | 01 148.0000 5432 | 77 | 0 | 100 | 100 | 100 | 100 | 0 | 0 | |
| Sub-total | | 3,559 | 6,013 | 6,350 | 6,350 | 6,350 | 6,350 | 0 | 0 | -100.0% |
| TOTAL GENERAL FUND | | 113,770 | 139,749 | 164,128 | 164,128 | 156,504 | 179,261 | 0 | 0 | -100.0% |
| CAPITAL OUTLAY FUND | | | | | | | | | | |
| OFFICE EQUIPMENT | 41 148.0000 5813 | 0 | 0 | 500 | 500 | 500 | 500 | 0 | 0 | |
| COMPUTER EQUIPMENT | 41 148.0000 5841 | 0 | 0 | | | | 1,500 | 0 | 0 | |
| SOFTWARE | 41 148.0000 5843 | 0 | 0 | | | | | | | |
| TOTAL CAPITAL OUTLAY FUND | | 0 | 0 | 500 | 500 | 500 | 2,000 | 0 | 0 | |
| GRAND TOTAL HUMAN RESOURCES | | 113,770 | 139,749 | 164,628 | 164,628 | 157,004 | 181,261 | 0 | 0 | -100.0% |

FINANCE DEPARTMENT
151, 152

DEPARTMENT: Finance

PROGRAM MANAGER: Director of Finance & Treasurer

PROGRAM DESCRIPTION:

The City Finance Department is responsible for the cash receipting, accounting, investments, budgeting, banking, borrowing, and financial reporting of all City and Water Utility operations. This includes the maintenance of all financial records for the City and Water Utility, billing and collections, accounts payable processing, managing the City's borrowing, and processing payroll for all City employees. The Director is responsible for cash management and investment management with the assistance of an outside investment manager. The department is also responsible for property tax collections for the City and the other taxing jurisdictions from December through July of each year. Long-term department goals include increasing automation of accounting and treasury functions to improve efficiency of services to other City departments and the public, increasing the knowledge of department staff, and maintaining timely, quality, and useful financial information to City officials and citizens.

Department No. 152 accounts for the cost of the annual City audit.

SERVICES:

- Receipting of all monies paid to the City.
- Preparation of quarterly and annual financial statements and coordination of annual audit.
- Preparation of required State of Wisconsin financial reports and forms.
- Coordinate and supervise the preparation of annual City budget.
- Property tax collection and settlement with other governments
- Implement all City borrowing.
- Disbursement of monies to vendors.
- Manage City bank accounts.
- Payroll processing for all City employees.
- Billing and collection for City services provided, including special assessments, weed control, development inspection, and other services.
- Financial support to the Franklin Water Utility and the community Development Authority.
- Cash management and investment of City funds.
- Manage City bank accounts.
- Dog and cat licensing.

STAFFING:

| Authorized Positions (FTE) | 2001 | 2002 | 2003 | 2004 | 2005 | 2006 |
|---------------------------------|------|------|------|------|------|------|
| Director of Finance & Treasurer | .00 | .00 | .00 | 1.00 | 1.00 | 1.00 |
| Finance Officer | 1.00 | 1.00 | 1.00 | .00 | .00 | .00 |
| Treasurer | 1.00 | 1.00 | 1.00 | .00 | .00 | .00 |
| Accounting Supervisor | .00 | .00 | .00 | 1.00 | 1.00 | 1.00 |
| Deputy Treasurer | 0.75 | 0.75 | 0.75 | 1.00 | 1.00 | 1.00 |
| Staff Accountant | .00 | .00 | .00 | 1.00 | 1.00 | 1.00 |
| Accountant | 2.00 | 2.00 | 2.00 | 0.00 | 0.00 | 0.00 |
| Account Clerk | 1.50 | 1.50 | 1.30 | 1.30 | 1.30 | 1.30 |
| Lead Cashier | 0.00 | 0.00 | 0.00 | 0.75 | 0.75 | 0.75 |
| Cashier/Clerk | .53 | .53 | .53 | .53 | .80 | .80 |
| Cashier (seasonal) | .60 | .60 | .60 | .60 | .60 | .45 |
| Total | 7.38 | 7.38 | 7.18 | 7.18 | 7.45 | 7.30 |

ACTIVITY MEASURES:

| Activity | 2001 | 2002 | 2003 | 2004 | 2005* | 2006* |
|----------------------------|--------|--------|--------|--------|--------|--------|
| Disbursement Checks | 5,618 | 5,634 | 7,018 | 5,891 | 6,000 | 6,500 |
| Employees Paid | 332 | 338 | 333 | 370 | 350 | 350 |
| Property Tax Bills | 11,363 | 11,761 | 11,847 | 12,440 | 13,000 | 13,500 |
| Water/Sewer Payments | 33,036 | 34,192 | 32,646 | 34,000 | 34,500 | 35,000 |
| General Receipts Processed | 8,233 | 8,427 | 8,672 | 8,473 | 8,500 | 8,500 |
| Dog/Cat licenses | 1,065 | 1,102 | 1,141 | 1,081 | 1,200 | 1,200 |
| Assessment Invoices | 572 | 57 | 75 | 105 | 50 | 50 |
| Customer Invoices | 356 | 387 | 445 | 437 | 460 | 460 |
| Purchase Requisitions Used | 4,658 | 3,549 | 4,011 | 4,310 | 4,400 | 4,500 |

* Forecast

BUDGET SUMMARY:

- 1) The department uses lockbox processing, outsourced payroll processing, outsourced property tax bill preparation and mailing and temporary seasonal help to minimize staffing while maintaining efficient customer services.
- 2) Allocated Payroll Costs – These credits represent the portion of the departmental personal services expense charged to the sewer and water operations.
- 3) Capital Outlay:

| | |
|------------------------|---------|
| Computer workstations | \$4,500 |
| Furniture and Fixtures | \$3,000 |

| CITY OF FRANKLIN 2006 BUDGET | | 2003 Actual | 2004 Actual | 2005 Adopted | 2005 Amended | 2005 Estimate | 2006 Dept/Request | 2006 Request | 2006 Adopted | Percent Change |
|--|------------------|----------------|----------------|-----------------|-----------------|------------------|----------------------|-----------------|-----------------|-------------------|
| FINANCE | | | | | | | | | | |
| PERSONAL SERVICES | | | | | | | | | | |
| SALARIES-FT | 01 151.0000 5111 | 153,780 | 166,663 | 169,774 | 150,224 | 150,878 | 154,782 | 196,226 | 196,226 | |
| SALARIES-PT | 01 151.0000 5113 | 41,887 | 44,825 | 46,284 | 41,584 | 41,617 | 42,501 | 85,883 | 85,883 | |
| SALARIES-TEMP | 01 151.0000 5115 | | | | | | | 8,155 | 8,155 | |
| SALARIES-OT | 01 151.0000 5117 | 5,938 | 4,047 | 2,400 | 2,400 | 2,400 | 2,400 | 1,600 | 1,600 | |
| COMPTIME TAKEN | 01 151.0000 5118 | 360 | 510 | 0 | 0 | 1,000 | 0 | 1,000 | 1,000 | |
| LONGEVITY | 01 151.0000 5133 | 324 | 330 | 385 | 385 | 385 | 460 | 460 | 460 | |
| HOLIDAY PAY | 01 151.0000 5134 | | | | 11,550 | 11,549 | 12,042 | 15,834 | 15,834 | |
| VACATION PAY | 01 151.0000 5135 | | | | 12,700 | 12,699 | 14,308 | 17,667 | 17,667 | |
| FICA | 01 151.0000 5151 | 15,413 | 16,505 | 16,741 | 16,741 | 16,870 | 17,327 | 25,002 | 25,002 | |
| RETIREMENT | 01 151.0000 5152 | 20,229 | 21,638 | 21,884 | 21,884 | 22,053 | 22,649 | 29,944 | 29,944 | |
| GROUP HEALTH & DENTAL | 01 151.0000 5154 | 28,545 | 37,180 | 44,212 | 44,212 | 43,020 | 49,206 | 61,188 | 61,188 | |
| LIFE INSURANCE | 01 151.0000 5155 | 1,575 | 1,557 | 1,539 | 1,539 | 1,653 | 1,664 | 2,122 | 2,122 | |
| WORKERS COMPENSATION INS | 01 151.0000 5156 | | | | | 387 | 419 | 629 | 629 | |
| Allocated payroll cost | 01 151.0000 5199 | -26,800 | -27,900 | -28,900 | -28,900 | -28,900 | -29,400 | -40,200 | -40,200 | |
| Sub-total | | 241,251 | 265,355 | 274,319 | 274,319 | 275,611 | 288,358 | 405,510 | 405,510 | 47.8% |
| Percent of Department Total | | 78.6% | 91.2% | 90.4% | 90.4% | 90.1% | 90.4% | 88.4% | 87.1% | |
| CONTRACTUAL SERVICES | | | | | | | | | | |
| PAYROLL PROCESSING FEES | 01 151.0000 5215 | 13,286 | 13,814 | 14,000 | 14,000 | 13,500 | 14,000 | 14,294 | 14,292 | |
| EQUIPMENT MAINTENANCE | 01 151.0000 5242 | 797 | 595 | 800 | 800 | 700 | 800 | 950 | 950 | |
| SOFTWARE MAINTENANCE | 01 151.0000 5257 | 7,109 | 5,747 | 7,800 | 7,800 | 7,000 | 8,200 | 11,900 | 11,900 | |
| AMBULANCE BILLING SERVICES | 01 151.0000 5296 | 19,944 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| COLLECTION SERVICES | 01 151.0000 5298 | 96 | 169 | 100 | 100 | 100 | 100 | 100 | 100 | |
| TAX BILL PREPARATION & MAILING | 01 151.0000 5299 | | | | | | | 9,000 | 9,000 | |
| Sub-total | | 41,232 | 20,325 | 22,700 | 22,700 | 21,300 | 23,100 | 36,244 | 36,242 | 59.7% |
| SUPPLIES | | | | | | | | | | |
| OFFICE SUPPLIES | 01 151.0000 5312 | 747 | 794 | 900 | 900 | 900 | 900 | 2,100 | 2,100 | |
| PRINTING | 01 151.0000 5313 | 2,294 | 1,431 | 2,500 | 2,500 | 2,500 | 2,500 | 3,200 | 3,200 | |
| Sub-total | | 3,041 | 2,225 | 3,400 | 3,400 | 3,400 | 3,400 | 5,300 | 5,300 | 55.9% |
| SERVICES & CHARGES | | | | | | | | | | |
| SUBSCRIPTIONS | 01 151.0000 5422 | 245 | 500 | 0 | 0 | 500 | 500 | 500 | 500 | |
| MEMBERSHIPS | 01 151.0000 5424 | 215 | 245 | 0 | 0 | 250 | 250 | 350 | 350 | |
| CONFERENCES & SEMINARS | 01 151.0000 5425 | 134 | 618 | 0 | 0 | 1,750 | 1,800 | 2,900 | 2,900 | |
| MILEAGE | 01 151.0000 5432 | 10 | 9 | 0 | 0 | 68 | 100 | 300 | 300 | |
| BANK FEES | 01 151.0000 5491 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 7,000 | |
| Sub-total | | 604 | 1,372 | 0 | 0 | 2,568 | 2,650 | 4,050 | 11,050 | #DIV/0! |
| TOTAL GENERAL FUND | | 286,128 | 289,277 | 300,419 | 300,419 | 302,879 | 317,508 | 451,104 | 458,102 | 52.5% |
| CAPITAL OUTLAY FUND | | | | | | | | | | |
| FURNITURE & FIXTURES | 41 151.0000 5812 | 0 | 0 | 1,500 | 1,500 | 1,500 | 0 | 3,000 | 3,000 | |
| OFFICE EQUIPMENT | 41 151.0000 5813 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| COMPUTER EQUIPMENT | 41 151.0000 5841 | 10,812 | 1,662 | 1,500 | 1,500 | 1,500 | 1,500 | 4,500 | 4,500 | |
| SOFTWARE | 41 151.0000 5843 | 9,955 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| TOTAL CAPITAL OUTLAY FUND | | 20,777 | 1,662 | 3,000 | 3,000 | 3,000 | 1,500 | 7,500 | 7,500 | 150.0% |
| GRAND TOTAL FINANCE | | 306,905 | 290,939 | 303,419 | 303,419 | 305,879 | 319,008 | 458,604 | 465,602 | 53.5% |
| 2006 Budget request combines the Finance and Treasury costs in the Finance budget accounts | | | | | | | | | | 2.8% |
| Less Program Revenue: | | | | | | | | | | |
| AMBULANCE SERVICES @ 7.5% | 01.0000.4441 | -21,385 | -24,811 | 0 | 0 | 0 | 0 | 0 | 0 | |
| INTEREST-TAX ROLL | 01 0000 4715 | | | | | | | -100,000 | -100,000 | |
| Net Finance Related Costs | | 285,520 | 266,128 | 303,419 | 303,419 | 305,879 | 319,008 | 358,604 | 365,602 | |

AUDIT

CONTRACTUAL SERVICES

| | | | | | | | | | | |
|--------------------------|------------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|---------------|--------------|
| SPECIAL AUDIT | 01 152.0000 5210 | 57,490 | 25,883 | 0 | 0 | 3,823 | | | | |
| ANNUAL AUDIT | 01 152.0000 5213 | 16,044 | 18,655 | 25,800 | 25,800 | 19,785 | 24,400 | 24,200 | 24,200 | |
| ACTUARIAL REVIEW | 01 152.0000 5219 | | | | | 5,950 | | | | |
| GRAND TOTAL AUDIT | | 73,534 | 44,538 | 25,800 | 25,800 | 29,558 | 24,400 | 24,200 | 24,200 | -6.2% |

| CITY OF FRANKLIN 2006 BUDGET | | 2003 Actual | 2004 Actual | 2005 Adopted | 2005 Amended | 2005 Estimate | 2006 Dept/Request | 2006 Request | 2006 Adopted | Percent Change |
|-----------------------------------|------------------|----------------|----------------|-----------------|-----------------|------------------|----------------------|-----------------|-----------------|-------------------|
| TREASURY | | | | | | | | | | |
| PERSONAL SERVICES | | | | | | | | | | |
| SALARIES-FT | 01 156.0000 5111 | 49,314 | 43,107 | 44,390 | 42,590 | 41,410 | 42,444 | 0 | 0 | |
| SALARIES-PT | 01 156.0000 5113 | 42,966 | 43,614 | 47,388 | 42,188 | 42,132 | 42,782 | 0 | 0 | |
| SALARIES-TEMP | 01 156.0000 5115 | 17,925 | 4,826 | 10,926 | 10,926 | 10,608 | 10,673 | 0 | 0 | |
| SALARIES-OT | 01 156.0000 5117 | 902 | 1,774 | 600 | 600 | 600 | 600 | 0 | 0 | |
| COMPTIME TAKEN | 01 156.0000 5118 | 793 | 659 | 600 | 600 | 0 | 600 | 0 | 0 | |
| LONGEVITY | 01 156.0000 5133 | 45 | 0 | 120 | 120 | 0 | 0 | 0 | 0 | |
| HOLIDAY PAY | 01 156.0000 5134 | | | | 3,700 | 3,699 | 3,792 | 0 | 0 | |
| VACATION PAY | 01 156.0000 5135 | | | | 3,300 | 3,277 | 3,359 | 0 | 0 | |
| FICA | 01 156.0000 5151 | 8,458 | 7,099 | 7,958 | 7,958 | 7,782 | 7,990 | 0 | 0 | |
| RETIREMENT | 01 156.0000 5152 | 6,806 | 2,799 | 7,222 | 7,222 | 7,255 | 7,435 | 0 | 0 | |
| GROUP HEALTH & DENTAL | 01 156.0000 5154 | 10,381 | 7,247 | 10,128 | 10,128 | 11,259 | 11,982 | 0 | 0 | |
| LIFE INSURANCE | 01 156.0000 5155 | 354 | 272 | 391 | 391 | 451 | 458 | 0 | 0 | |
| WORKERS COMPENSATION INS | 01 156.0000 5156 | | | | | 176 | 191 | 0 | 0 | |
| Allocated payroll cost | 01 156.0000 5199 | -10,300 | -10,400 | -10,800 | -10,800 | -10,800 | -10,800 | 0 | 0 | |
| Sub-total | | 127,644 | 100,997 | 118,923 | 118,923 | 117,849 | 121,706 | 0 | 0 | -100.0% |
| Percent of Department Total | | 85.1% | 84.1% | 86.0% | 86.0% | 89.2% | 88.3% | #DIV/0! | #DIV/0! | |
| CONTRACTUAL SERVICE | | | | | | | | | | |
| EQUIPMENT MAINTENANCE | 01 156.0000 5242 | 269 | 0 | 500 | 500 | 108 | 150 | 0 | 0 | |
| SOFTWARE MAINTENANCE | 01 156.0000 5257 | 3,704 | 3,484 | 3,700 | 3,700 | 3,484 | 3,700 | 0 | 0 | |
| SUNDRY CONTRACTORS | 01 156.0000 5299 | 14,101 | 13,248 | 12,000 | 12,000 | 9,000 | 9,000 | 0 | 0 | |
| Sub-total | | 18,074 | 16,732 | 16,200 | 16,200 | 12,592 | 12,850 | 0 | 0 | -100.0% |
| SUPPLIES | | | | | | | | | | |
| POSTAGE | 01 156.0000 5311 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| OFFICE SUPPLIES | 01 156.0000 5312 | 2,561 | 1,314 | 2,500 | 2,500 | 1,200 | 1,200 | 0 | 0 | |
| PRINTING | 01 156.0000 5313 | 667 | 645 | 700 | 700 | 700 | 700 | 0 | 0 | |
| Sub-total | | 3,228 | 1,959 | 3,200 | 3,200 | 1,900 | 1,900 | 0 | 0 | -100.0% |
| SERVICES AND CHARGES | | | | | | | | | | |
| SUBSCRIPTIONS | 01 156.0000 5422 | 71 | 28 | 0 | 0 | 28 | 0 | 0 | 0 | |
| MEMBERSHIPS | 01 156.0000 5424 | 40 | 0 | 0 | 0 | 40 | 100 | 0 | 0 | |
| CONFERENCES AND SCHOOLS | 01 156.0000 5425 | 657 | 5 | 0 | 0 | 974 | 1,100 | 0 | 0 | |
| MILEAGE | 01 156.0000 5432 | 116 | 11 | 0 | 0 | 200 | 200 | 0 | 0 | |
| BANK FEES | 01 156.0000 5491 | 165 | 338 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Sub-total | | 1,049 | 382 | 0 | 0 | 1,242 | 1,400 | 0 | 0 | 100.0% |
| TOTAL GENERAL FUND | | 149,995 | 120,070 | 138,323 | 138,323 | 133,583 | 137,856 | 0 | 0 | -100.0% |
| CAPITAL OUTLAY FUND | | | | | | | | | | |
| FURNITURE & FIXTURES | 41 156.0000 5812 | 0 | | 1,500 | 1,500 | 1,500 | 3,000 | 0 | 0 | |
| OFFICE EQUIPMENT | 41 156.0000 5813 | 0 | 1,206 | 0 | 0 | 0 | | | | |
| COMPUTER EQUIPMENT | 41 156.0000 5841 | 0 | 2,493 | 3,000 | 3,000 | 3,000 | 3,000 | 0 | 0 | |
| SOFTWARE | 41 156.0000 5843 | 5,050 | 0 | 0 | 0 | 0 | | | | |
| TOTAL CAPITAL OUTLAY FUND | | 5,050 | 3,699 | 4,500 | 4,500 | 4,500 | 6,000 | 0 | 0 | |
| GRAND TOTAL TREASURY | | 155,045 | 123,769 | 142,823 | 142,823 | 138,083 | 143,856 | 0 | 0 | -100.0% |
| Less Program Revenue: | | | | | | | | | | |
| INTEREST-TAX ROLL | 01 0000 4715 | -121,426 | -68,337 | -75,000 | -75,000 | -75,000 | -100,000 | 0 | 0 | |
| Net Treasury Related Costs | | 33,619 | 55,432 | 67,823 | 67,823 | 63,083 | 43,856 | 0 | 0 | |

CITY ASSESSOR
154

DEPARTMENT: Assessor

PROGRAM MANAGER: Director of Administration and City Assessor

PROGRAM DESCRIPTION:

The Assessor's Office is responsible for setting the value of all property within the City for the purposes of determining the taxable value of real and personal property, upon which is levied the municipal, county, and school property tax. The City Assessor is an outside contractor with City staff support from a full-time Assessor Clerk.

SERVICES:

- Input and update information in property database.
- Inspect and review all properties that were issued permits for the current year, any partial assessments from the prior year and determine values.
- Provide assessment information to interested parties.
- Keeps an annual updated list of businesses for personal property reporting.
- Preparation and completion of Assessor's Final Report and TIF Valuation Report for submission to the Department of Revenue.
- Attend Board of Review as required by State Statutes.
- Perform property revaluations as necessary.

ACTIVITY MEASURES:

| Activity | 2001 | 2002 | 2003 Φ | 2004 | 2005* | 2006* Φ |
|---------------------------|--------|--------|-----------|--------|--------|------------|
| Properties Inspected | 1,412 | 1,420 | 1,420 | 1,160 | 1,420 | 1,500 |
| Assessment Notices Mailed | 1,991 | 2,000 | 10,831 | 1,700 | 2,000 | 12,500 |
| Open Book Hearings | 37 | 37 | 628 | 20 | 40 | 650 |
| Board of Review Hearings | 6 | 8 | 8 | 5 | 8 | 40 |
| Residential Parcels | 9,915 | 10,200 | 10,505 | 11,000 | 11,500 | 11,960 |
| Commercial Parcels | 513 | 525 | 582 | 520 | 525 | 540 |
| Total Parcels | 10,591 | 10,800 | 11,087 | 11,520 | 12,000 | 12,500 |
| Assessed Value Increase | 81m | 80m | 361.5m | 121.8m | 130m | 450m |

* Estimate

Φ Revaluation Year

STAFFING:

| Authorized Positions (FTE) | 2001 | 2002 | 2003 | 2004 | 2005 | 2006 |
|----------------------------|------|------|------|------|------|------|
| Assessor – Contracted ++ | | | | ++ | ++ | ++ |
| Assessor | 1.00 | 1.00 | 1.00 | 0.00 | 0.00 | 0.00 |
| Assessor Clerk | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Total | 2.00 | 2.00 | 2.00 | 1.00 | 1.00 | 1.00 |

BUDGET SUMMARY:

- 1) The City contracts for Assessor Services. This cost is less than the cost of a full-time hired City Assessor position.
- 2) A \$4,000 appropriation is included for outside data processing services for the development of a program tool that will automate the transfer of parcel data from the GIS system to the Assessor's GCS system. This tool will eliminate the need for duplicate entry of data by the Assessor Clerk.
- 3) The State of Wisconsin provides manufacturing assessment services for the City and charges for those services.
- 4) Capital Outlays are budgeted at \$8,500 in 2006, including \$4,600 for the replacement of old computer and office equipment, \$2,400 for upgrading of an office workstation and \$1,500 for minor office remodeling, including storage shelving improvements and a doorway enclosure.

| CITY OF FRANKLIN 2006 BUDGET | | 2003 Actual | 2004 Actual | 2005 Adopted | 2005 Amended | 2005 Estimate | 2006 Dept/Request | 2006 Request | 2006 Adopted | Percent Change |
|----------------------------------|------------------|----------------|----------------|-----------------|-----------------|------------------|----------------------|-----------------|-----------------|-------------------|
| ASSESSOR | | | | | | | | | | |
| PERSONAL SERVICES | | | | | | | | | | |
| SALARIES-FT | 01 154 0000 5111 | 59,696 | 36,231 | 35,660 | 30,860 | 31,848 | 32,906 | 32,906 | 32,906 | |
| SALARIES-TEMP | 01 154 0000 5115 | 8,030 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| SALARIES-OT | 01 154 0000 5117 | 232 | 49 | 300 | 300 | 300 | 300 | 300 | 300 | |
| COMPTIME TAKEN | 01 154 0000 5118 | 396 | 0 | 0 | 0 | 100 | 0 | 0 | 0 | |
| LONGEVITY | 01 154 0000 5133 | 206 | 0 | 240 | 240 | 240 | 240 | 240 | 240 | |
| HOLIDAY PAY | 01 154 0000 5134 | | | | 1,975 | 1,979 | 2,038 | 2,038 | 2,038 | |
| VACATION PAY | 01 154 0000 5135 | | | | 2,825 | 2,827 | 2,912 | 2,912 | 2,912 | |
| FICA | 01 154 0000 5151 | 5,198 | 1,227 | 2,769 | 2,769 | 2,853 | 2,937 | 2,937 | 2,937 | |
| RETIREMENT | 01 154 0000 5152 | 6,054 | 3,471 | 3,620 | 3,620 | 3,729 | 3,840 | 3,840 | 3,840 | |
| GROUP HEALTH & DENTAL | 01 154 0000 5154 | 12,945 | 12,063 | 14,995 | 14,995 | 13,980 | 16,032 | 16,032 | 16,032 | |
| LIFE INSURANCE | 01 154 0000 5155 | 320 | 135 | 156 | 156 | 160 | 164 | 164 | 164 | |
| WORKERS COMPENSATION INS | 01 154 0000 5156 | | | | | 65 | 71 | 74 | 74 | |
| Sub-total | | 93,077 | 53,176 | 57,740 | 57,740 | 58,081 | 61,440 | 61,443 | 61,443 | 6.4% |
| Percent of Department Total | | 49.6% | 22.0% | 23.7% | 23.7% | 23.8% | 24.4% | 24.4% | 24.4% | |
| CONTRACTUAL SERVICES | | | | | | | | | | |
| PROFESSIONAL SERVICES | 01 154 0000 5210 | 73,000 | 88,465 | 82,000 | 82,000 | 82,000 | 82,000 | 82,000 | 82,000 | |
| DATA PROCESSING SERVICES | 01 154 0000 5214 | | | | | | 4,000 | 4,000 | 4,000 | |
| PROFESSIONAL SERVICES | 01 154 0000 5219 | | 86,000 | 71,400 | 71,400 | 71,400 | 74,000 | 74,000 | 74,000 | |
| SOFTWARE MAINTENANCE | 01 154 0000 5257 | 11,786 | 3,000 | 3,150 | 3,150 | 3,150 | 3,300 | 3,300 | 3,300 | |
| STATE MFG ASSESSMENT | 01 154 0000 5299 | | 8,712 | 9,200 | 9,200 | 9,200 | 9,200 | 9,200 | 9,200 | |
| Sub-total | | 84,786 | 186,177 | 165,750 | 165,750 | 165,750 | 172,500 | 172,500 | 172,500 | 4.1% |
| SUPPLIES | | | | | | | | | | |
| POSTAGE | 01 154 0000 5311 | 3,399 | 0 | 1,500 | 1,500 | 1,500 | 3,700 | 3,700 | 3,700 | |
| OFFICE SUPPLIES | 01 154 0000 5312 | 1,016 | 591 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | 1,000 | |
| PRINTING | 01 154 0000 5313 | 3,419 | 1,215 | 3,300 | 3,300 | 3,300 | 3,400 | 3,400 | 3,400 | |
| Sub-total | | 7,834 | 1,806 | 5,800 | 5,800 | 5,800 | 8,100 | 8,100 | 8,100 | 39.7% |
| SERVICES AND CHARGES | | | | | | | | | | |
| PUBLICATIONS | 01 154 0000 5421 | 978 | 18 | 400 | 400 | 400 | 400 | 400 | 400 | |
| SUBSCRIPTIONS | 01 154 0000 5422 | 859 | 545 | 600 | 600 | 600 | 600 | 600 | 600 | |
| MEMBERSHIP | 01 154 0000 5424 | 25 | 0 | 50 | 50 | 50 | 50 | 50 | 50 | |
| CONFERENCES AND SCHOOLS | 01 154 0000 5425 | 40 | 20 | 500 | 500 | 500 | 500 | 500 | 500 | |
| MILEAGE | 01 154 0000 5432 | 0 | 0 | 100 | 100 | 100 | 100 | 100 | 100 | |
| Sub-total | | 1,901 | 583 | 1,650 | 1,650 | 1,650 | 1,650 | 1,650 | 1,650 | 0.0% |
| TOTAL GENERAL FUND | | 187,598 | 241,742 | 230,940 | 230,940 | 231,281 | 243,690 | 243,693 | 243,693 | 5.5% |
| CAPITAL OUTLAY FUND | | | | | | | | | | |
| OFFICE EQUIPMENT | 41 154 0000 5813 | 0 | 0 | 4,000 | 4,000 | 4,000 | 3,900 | 3,900 | 3,900 | |
| COMPUTER EQUIPMENT | 41 154 0000 5841 | 0 | 0 | 4,600 | 4,600 | 4,600 | 4,600 | 4,600 | 4,600 | |
| SOFTWARE | 41 154 0000 5843 | 0 | 0 | 4,000 | 4,000 | 4,000 | 0 | 0 | 0 | |
| Sub-total | | 0 | 0 | 12,600 | 12,600 | 12,600 | 8,500 | 8,500 | 8,500 | |
| TOTAL CAPITAL OUTLAY FUND | | 0 | 0 | 12,600 | 12,600 | 12,600 | 8,500 | 8,500 | 8,500 | |
| GRAND TOTAL ASSESSOR | | 187,598 | 241,742 | 243,540 | 243,540 | 243,881 | 252,190 | 252,193 | 252,193 | 3.6% |

LEGAL SERVICES

161

DEPARTMENT: Legal Services

PROGRAM MANAGER: City Attorney

PROGRAM DESCRIPTION:

The firm of Wesolowski, Reidenbach & Fleming SC is responsible for conducting most of the legal business in which the City is involved; such as legal opinions, ordinances, resolutions, general legal counsel, purchase and sale of property, and prosecution of ordinance and traffic violations. Mr. Jesse Wesolowski serves as the City Attorney.

SERVICES:

- Attend all Common Council meetings.
- Review ordinances and resolutions.
- Consult with staff and elected officials on legal matters.
- Render legal opinions as requested.
- Hold instructional meetings.
- Coordinate legal defense of claims against the City.
- Represent the City, its boards and officers in civil claims and litigation.
- Prosecute ordinance violations.
- Prepare and review development agreements.
- Prepare and/or review City contracts.

STAFFING - Contractual

ACTIVITY MEASURES:

| Activity | 2001 | 2002 | 2003 | 2004 | 2005* | 2006* |
|------------------------------------|--------|-------|-------|-------|-------|-------|
| Hours of Service w/o Municipal Ct. | 1,432 | 1,450 | 1,489 | 1,450 | 2,688 | 2,720 |
| Matters Litigated | 2 | 2 | 5 | 2 | 2 | 2 |
| Municipal Court Cases | 10,075 | 9,347 | 8,506 | 9,434 | 9,500 | 9,500 |

* Forecast

| CITY OF FRANKLIN | | 2003 | 2004 | 2005 | 2005 | 2005 | 2006 | 2006 | 2006 | Percent |
|----------------------------------|------------------|---------|---------|---------|---------|----------|--------------|---------|---------|---------|
| 2006 BUDGET | | Actual | Actual | Adopted | Amended | Estimate | Depl/Request | Request | Adopted | Change |
| LEGAL COUNSEL | | | | | | | | | | |
| CONTRACTUAL SERVICES | | | | | | | | | | |
| LEGAL SERVICES - GENERAL | 01 161.0000 5212 | 77,151 | 77,151 | 79,500 | 79,500 | 79,500 | 82,000 | 146,500 | 146,500 | |
| LEGAL SERVICES - DAY COURT | 01 161.0000 5213 | 14,543 | 23,154 | 29,700 | 29,700 | 29,700 | 30,600 | 48,600 | 48,600 | |
| FILING FEES | 01 161.0000 5223 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| SPECIAL ATTORNEY | 01 161.0000 5251 | 8,835 | 9,342 | 5,000 | 5,000 | 5,000 | 5,150 | 5,100 | 5,100 | |
| LEGAL SERVICES - LANDFILL SITING | 01 161.0000 5252 | 5,512 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| ATTORNEY FEES - ADD'L SERVICES | 01 161.0000 5253 | 56,330 | 65,527 | 82,000 | 82,000 | 82,000 | 84,500 | 0 | 0 | |
| Sub-total | | 162,371 | 175,174 | 196,200 | 196,200 | 196,200 | 202,250 | 200,200 | 200,200 | 2.0% |
| SUPPLIES | | | | | | | | | | |
| PRINTING | 01 161.0000 5313 | 0 | 35 | 100 | 100 | 100 | 100 | 100 | 100 | |
| Sub-total | | 0 | 35 | 100 | 100 | 100 | 100 | 100 | 100 | 0.0% |
| SERVICES AND CHARGES | | | | | | | | | | |
| SUBSCRIPTIONS | 01 161.0000 5422 | 1,416 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| CONFERENCES AND SCHOOLS | 01 161.0000 5425 | 210 | 0 | 250 | 250 | 250 | 250 | 250 | 250 | |
| COURT COSTS | 01 161.0000 5427 | 483 | 222 | 450 | 450 | 450 | 450 | 450 | 450 | |
| Sub-total | | 2,109 | 222 | 700 | 700 | 700 | 700 | 700 | 700 | 0.0% |
| GRAND TOTAL LEGAL COUNSEL | | 164,480 | 175,431 | 197,000 | 197,000 | 197,000 | 203,050 | 201,000 | 201,000 | 2.0% |

MUNICIPAL BUILDINGS

181

DEPARTMENT: Municipal Buildings

PROGRAM MANAGER: City Engineer (assisted by Building Operations Supervisor)

PROGRAM DESCRIPTION:

The Municipal Buildings Department provides for the operation and maintenance of the City's buildings which include: the City Hall Complex, Fire Stations 1, 2, and 3; Law Enforcement Building, Library, Legend Park Buildings, the Public Works Garage and accessory buildings. Custodial service employees are provided to City Hall, Law Enforcement Building, and Library.

SERVICES:

- Provide custodial services at City Hall, Law Enforcement Building, and Library.
- Operate and maintain City grounds and buildings.
- Coordinate repairs and major maintenance projects in City facilities, including ADA compliance activities.
- Procure maintenance materials and supplies for all municipal buildings. The cost of maintenance materials, supplies, and utilities are included in the budgets of the Law Enforcement Building, Library, Fire Stations, Public Works Garage, and the Sewer and Water Building.

STAFFING:

| Authorized Positions (FTE) | 2001 | 2002 | 2003 | 2004 | 2005 | 2006 |
|----------------------------|------|------|------|------|------|------|
| Operations Supervisor | .00 | 1.00 | 1.00 | 1.00 | 1.00 | 1.00 |
| Custodian | 1.00 | .00 | .00 | .00 | .00 | .00 |
| Assistant Custodian | 2.48 | 2.98 | 3.48 | 3.02 | 3.26 | 3.26 |
| Seasonal Maintenance | .58 | .58 | .58 | .32 | .32 | .64 |
| Total | 4.06 | 4.56 | 5.06 | 4.34 | 4.58 | 4.90 |

ACTIVITY MEASURES:

| | | | | | | |
|--------------------------|---------|---------|---------|---------|---------|---------|
| Square Footage: | 2001 | 2002 | 2003 | 2004 | 2005* | 2006* |
| City Hall | 47,206 | 47,206 | 47,206 | 47,206 | 47,206 | 47,206 |
| Fire Stations | 21,060 | 26,480 | 26,480 | 26,480 | 26,480 | 26,480 |
| Public Works Building | 45,450 | 45,450 | 45,450 | 45,450 | 45,450 | 45,450 |
| Sewer & Water Building | 2,840 | 6,620 | 6,620 | 6,620 | 6,620 | 6,620 |
| Law Enforcement Building | | 68,300 | 68,300 | 68,300 | 68,300 | 68,300 |
| Library Building | | 40,000 | 40,000 | 40,000 | 40,000 | 40,000 |
| Total Square Footage | 119,396 | 234,056 | 234,056 | 234,056 | 234,056 | 234,056 |

* Forecast

BUDGET SUMMARY:

- 1) Staffing increased from 4.58 to 4.90 with the addition of a second summer helper.
- 2) Allocated Payroll Cost – This credit represents the portion of the departmental expense charged to the Police and Library operations.
- 3) Capital Outlay 41.181.0000.5822 Compressor Upgrade \$7,000.00

| CITY OF FRANKLIN 2006 BUDGET | | 2003 Actual | 2004 Actual | 2005 Adopted | 2005 Amended | 2005 Estimate | 2006 Depl/Request | 2006 Request | 2006 Adopted | Percent Change |
|---------------------------------------|------------------|----------------|----------------|-----------------|-----------------|------------------|----------------------|-----------------|-----------------|-------------------|
| MUNICIPAL BUILDING | | | | | | | | | | |
| PERSONAL SERVICES | | | | | | | | | | |
| SALARIES-FT | 01 181 0000 5111 | 88,760 | 109,406 | 120,078 | 109,078 | 87,017 | 123,412 | 109,261 | 109,261 | |
| SALARIES-PT | 01 181 0000 5113 | 35,264 | 35,747 | 48,459 | 43,359 | 58,460 | 61,139 | 40,851 | 40,851 | |
| SALARIES-TEMP | 01 181 0000 5115 | 8,761 | 2,884 | 6,139 | 6,139 | 5,491 | 5,628 | 11,257 | 11,257 | |
| SALARIES-OT | 01 181 0000 5117 | 673 | 1,800 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | |
| COMPTIME TAKEN | 01 181 0000 5118 | 1,076 | 1,895 | 0 | 0 | 2,100 | 0 | 2,000 | 2,000 | |
| LONGEVITY | 01 181 0000 5133 | 20 | 60 | 60 | 60 | 60 | 75 | 75 | 75 | |
| HOLIDAY PAY | 01 181 0000 5134 | | | | 8,900 | 9,663 | 10,938 | 10,938 | 10,938 | |
| VACATION PAY | 01 181 0000 5135 | | | | 7,200 | 7,761 | 9,970 | 9,970 | 9,970 | |
| FICA | 01 181 0000 5151 | 10,254 | 11,420 | 13,597 | 13,597 | 13,277 | 16,383 | 14,332 | 14,332 | |
| RETIREMENT | 01 181 0000 5152 | 10,243 | 15,503 | 18,121 | 18,121 | 18,166 | 21,761 | 19,923 | 18,923 | |
| GROUP HEALTH & DENTAL | 01 181 0000 5154 | 30,033 | 37,074 | 42,640 | 42,640 | 42,480 | 64,681 | 48,650 | 48,650 | |
| LIFE INSURANCE | 01 181 0000 5155 | 541 | 657 | 733 | 733 | 735 | 897 | 755 | 755 | |
| WORKERS COMPENSATION INS | 01 181 0000 5156 | | | | 7,125 | 7,031 | 8,483 | 6,848 | 6,848 | |
| ALLOCATED PAYROLL COST | 01 181 0000 5199 | -108,000 | -96,000 | -112,000 | -112,000 | -112,000 | -140,200 | -140,200 | -140,200 | |
| Sub-total | | 77,625 | 120,446 | 140,827 | 147,952 | 143,241 | 186,167 | 136,660 | 136,660 | -3.0% |
| Percent of Department Total | | 41 0% | 51 4% | 51 9% | 53 1% | 53 9% | 56 5% | 53 5% | 53 5% | |
| CONTRACTUAL SERVICES | | | | | | | | | | |
| EQUIPMENT MAINTENANCE | 01 181 0000 5242 | 35 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| DATA & TELEPHONE CABLING | 01 181 0000 5247 | 2,000 | 1,202 | 2,000 | 2,000 | 1,600 | 2,000 | 1,000 | 1,000 | |
| SUNDRY CONTRACTORS | 01 181 0000 5299 | 12,996 | 0 | 0 | 0 | 1,696 | 0 | 0 | 0 | |
| Sub-total | | 15,031 | 1,202 | 2,000 | 2,000 | 3,296 | 2,000 | 1,000 | 1,000 | -50.0% |
| SUPPLIES | | | | | | | | | | |
| OFFICE SUPPLIES | 01 181 0000 5312 | 38 | 178 | 200 | 200 | 165 | 200 | 200 | 200 | |
| PRINTING | 01 181 0000 5313 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| UNIFORMS | 01 181 0000 5326 | 773 | 645 | 850 | 850 | 700 | 900 | 850 | 850 | |
| FUEL/LUBRICANTS | 01 181 0000 5331 | 13 | 12 | 100 | 100 | 85 | 100 | 100 | 100 | |
| CONSUMABLE TOOLS | 01 181 0000 5342 | 719 | 500 | 500 | 500 | 425 | 500 | 250 | 250 | |
| Sub-total | | 1,543 | 1,335 | 1,650 | 1,650 | 1,375 | 1,700 | 1,400 | 1,400 | -15.2% |
| SERVICES AND CHARGES | | | | | | | | | | |
| CONFERENCES AND SCHOOLS | 01 181 0000 5425 | 140 | 0 | 150 | 150 | 150 | 1,000 | 1,000 | 1,000 | |
| FACILITY CHARGES | | | | | | | | | | |
| WATER | 01 181 0000 5551 | 1,655 | 1,204 | 2,000 | 2,000 | 1,500 | 1,800 | 1,800 | 1,800 | |
| ELECTRICITY | 01 181 0000 5552 | 37,711 | 42,369 | 45,000 | 45,000 | 43,000 | 46,350 | 46,350 | 46,350 | |
| SEWER | 01 181 0000 5553 | 436 | 304 | 1,000 | 1,000 | 450 | 550 | 550 | 550 | |
| NATURAL GAS | 01 181 0000 5554 | 16,080 | 19,779 | 28,000 | 28,000 | 22,000 | 24,000 | 24,000 | 24,000 | |
| LANDSCAPE MATERIALS | 01 181 0000 5555 | 615 | 3,051 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | 3,000 | |
| JANITORIAL SUPPLIES | 01 181 0000 5556 | 5,535 | 5,232 | 5,200 | 5,200 | 5,200 | 4,800 | 4,800 | 4,800 | |
| BUILDING MAINTENANCE-SYSTEMS | 01 181 0000 5557 | 14,233 | 17,105 | 18,400 | 18,400 | 18,400 | 18,400 | 18,000 | 18,000 | |
| BUILDING MAINTENANCE-FLOORING | 01 181 0000 5558 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| BUILDING MAINTENANCE-OTHER | 01 181 0000 5559 | 9,422 | 10,531 | 10,300 | 10,300 | 10,300 | 10,800 | 10,000 | 10,000 | |
| Sub-total | | 85,687 | 99,575 | 112,900 | 112,900 | 103,850 | 109,700 | 108,500 | 108,500 | -3.9% |
| TOTAL GENERAL FUND | | 180,026 | 222,558 | 257,527 | 264,652 | 251,912 | 300,567 | 248,560 | 248,560 | -3.5% |
| CAPITAL OUTLAY FUND | | | | | | | | | | |
| FURNITURE & FIXTURES | 41 181 0000 5812 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| NON-MOTORIZED EQUIPMENT | 41 181 0000 5814 | 3,099 | 500 | 0 | 0 | 0 | 7,000 | 7,000 | 7,000 | |
| SHOP EQUIPMENT | 41 181 0000 5815 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| BUILDING IMPROVEMENTS | 41 181 0000 5822 | 6,241 | 11,310 | 12,500 | 12,500 | 12,500 | 22,000 | 0 | 0 | |
| COMPUTER EQUIPMENT | 41 181 0000 5841 | 0 | 0 | 1,300 | 1,300 | 1,300 | 0 | 0 | 0 | |
| TOTAL CAPITAL OUTLAY FUND | | 9,340 | 11,810 | 13,800 | 13,800 | 13,800 | 29,000 | 7,000 | 7,000 | -49.3% |
| EQUIPMENT REVOLVING FUND | | | | | | | | | | |
| EQUIPMENT | 42 181 0000 5811 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| GRAND TOTAL MUNICIPAL BUILDING | | 189,366 | 234,368 | 271,327 | 278,452 | 265,712 | 329,567 | 255,560 | 255,560 | -5.6% |

INSURANCE 194

DEPARTMENT: Insurance

PROGRAM MANAGER: Director of Administration

PROGRAM DESCRIPTION:

The City accounts for all insurance program activities in a separate general fund department. Insurance coverage maintained by the City includes general and umbrella liability, property, auto, professional liability, and worker compensation policies. Third party insurance companies provide all insurance coverage for the City. Workers Compensation costs are based on covered payroll amounts multiplied by standard rates established by the State. The City's worker compensation insurance carrier also offers a dividend program, which makes the City eligible to earn dividends if claim costs fall below specified thresholds. Good claims experience may increase the amount of the dividend available to the City. The full-expected premium cost is budgeted as expenditure; estimated dividends are budgeted as revenues on a conservative basis, as the amounts are subject to change based on claims experience. Insurance amounts are allocated to various City departments, the Library, Water Utility, and Sewer Fund through an ongoing administrative allocation.

BUDGET SUMMARY:

- 1) The 2006 Adopted Budget anticipates a 10.4% decrease in total premium costs as compared to the 2005 Adopted Budget.
- 2) The insurance budget not allocated to specific departments represents public officials liability insurance.

| CITY OF FRANKLIN 2006 BUDGET | | 2003 Actual | 2004 Actual | 2005 Adopted | 2005 Amended | 2005 Estimate | 2006 Dept/Request | 2006 Request | 2006 Adopted | Percent Change |
|---------------------------------|------------------|----------------|----------------|-----------------|-----------------|------------------|----------------------|-----------------|-----------------|-------------------|
| INSURANCE | | | | | | | | | | |
| FACILITY CHARGES | | | | | | | | | | |
| BUILDING INSURANCE | 01 194 0000 5511 | 35,884 | 38,990 | 43,000 | 38,000 | 38,000 | 30,000 | 30,000 | 30,000 | |
| AUTO/EQUIPMENT INSURANCE | 01 194 0000 5512 | 94,708 | 68,994 | 109,000 | 63,000 | 63,000 | 63,000 | 63,000 | 63,000 | |
| GENERAL LIABILITY | 01 194 0000 5513 | 63,901 | 131,373 | 81,600 | 109,000 | 115,000 | 120,000 | 120,000 | 120,000 | |
| PROFESSIONAL LIABILITY | 01 194 0000 5514 | 78,287 | 29,436 | 96,400 | 63,000 | 63,000 | 65,000 | 65,000 | 65,000 | |
| BOILER INSURANCE | 01 194 0000 5515 | 7,121 | 6,242 | 9,000 | 7,000 | 7,000 | 7,500 | 7,500 | 7,500 | |
| UMBRELLA INSURANCE | 01 194 0000 5516 | 23,500 | 14,521 | 29,700 | 17,000 | 17,000 | 18,000 | 18,000 | 18,000 | |
| WORKERS COMPENSATION | 01 194 0000 5517 | 278,229 | 241,689 | 260,000 | 250,000 | 260,000 | 260,000 | 250,000 | 250,000 | |
| ALLOCATED INSURANCE COST | 01 194.0000 5560 | -398,800 | -429,600 | -445,500 | -242,200 | -242,200 | -249,500 | -249,500 | -249,500 | |
| ALLOCATED WC INSURANCE COST | 01 194.0000 5561 | | | 0 | -250,000 | -250,000 | -260,000 | -250,000 | -250,000 | |
| Sub-total | | 182,830 | 101,645 | 183,200 | 54,800 | 70,800 | 54,000 | 54,000 | 54,000 | -70.5% |
| GRAND TOTAL INSURANCE | | 187,260 | 101,645 | 183,200 | 54,800 | 70,800 | 54,000 | 54,000 | 54,000 | -70.5% |
| Less Program Revenue: | | | | | | | | | | |
| INSURANCE DIVIDEND | 01.0000 4771 | -36,652 | -30,225 | -33,000 | -33,000 | -30,000 | -30,000 | -30,000 | -30,000 | |
| Net Insurance Related Costs | | 150,608 | 71,420 | 150,200 | 21,800 | 40,800 | 24,000 | 24,000 | 24,000 | |

UNCLASSIFIED & CONTINGENCY **198, 199**

DEPARTMENT: Unclassified & Contingency

PROGRAM MANAGER: Director of Administration

PROGRAM DESCRIPTION:

These programs provide for miscellaneous accounts that are not contained in department operating budgets.

Department 198 Unclassified: Items accounted for in this department include special assessments on City owned property (if any); and claims or judgment costs.

Department 199 Contingency: This department carries the annual contingency appropriation. This appropriation is made to address unforeseen expenditures in the General Fund or to allow Common Council to retain control of program expenditures that are uncertain at time of budget adoption. Funds are not expended directly from the contingency account, but are transferred to General Fund operating budgets by specific Common Council action.

| CITY OF FRANKLIN 2006 BUDGET | | 2003 Actual | 2004 Actual | 2005 Adopted | 2005 Amended | 2005 Estimate | 2006 Depl/Request | 2006 Request | 2006 Adopted | Percent Change |
|---------------------------------|------------------|----------------|----------------|-----------------|-----------------|------------------|----------------------|-----------------|-----------------|-------------------|
| UNCLASSIFIED EXPENSES | | | | | | | | | | |
| CONTRACTUAL SERVICES | | | | | | | | | | |
| LANDFILL MONITORING | 01 198 0000 5219 | 0 | 7,193 | 29,200 | 29,200 | 29,200 | 30,000 | 0 | 0 | |
| SUPPLIES | | | | | | | | | | |
| MISC SUPPLIES | 01 198 0000 5399 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| SERVICES & CHARGES | | | | | | | | | | |
| SPECIAL ASSESSMENTS | 01 198 0000 5417 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| PENALTIES & INTEREST | 01 198 0000 5492 | 57 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| Sub-total | | 57 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| FIXED CHARGES | | | | | | | | | | |
| PROPERTY TAXES WRITTEN OFF | 01 198 0000 5542 | 97 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| BANK FEES | 01 998 0000 5691 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| CONTRIBUTIONS AND AWARDS | | | | | | | | | | |
| UNEMPLOYMENT | 01 198 0000 5158 | 9,297 | 0 | 0 | 0 | 0 | 0 | 0 | 0 | |
| REFUNDED PROPERTY TAXES | 01 198 0000 5543 | 1,026 | 5,027 | 0 | 0 | 938 | 0 | 0 | 0 | |
| CLAIMS | 01 198 0000 5731 | 45,313 | 176 | 0 | 15,000 | 15,000 | 0 | 0 | 0 | |
| GRAND TOTAL UNCLASSIFIED | | 55,790 | 12,396 | 29,200 | 44,200 | 45,138 | 30,000 | 0 | 0 | -100.0% |
| CONTINGENCY | | | | | | | | | | |
| RESTRICTED | | | | | | | | | | |
| OTHER | 01 199 0000 5110 | 0 | 0 | 70,000 | 70,000 | 70,000 | | 0 | 0 | |
| UNEMPLOYMENT | 01 199 0000 5158 | 0 | | | | | | | | |
| Sub-total | | 0 | 0 | 70,000 | 70,000 | 70,000 | 0 | 0 | 0 | -100.0% |
| UNRESTRICTED | | | | | | | | | | |
| UNRESTRICTED | 01 199 0000 5499 | | | 80,000 | 164,925 | 164,925 | 180,000 | 181,000 | 391,000 | |
| Sub-total | | 0 | 0 | 80,000 | 164,925 | 164,925 | 180,000 | 181,000 | 391,000 | |
| GRAND TOTAL CONTINGENCY | | 0 | 0 | 150,000 | 234,925 | 234,925 | 180,000 | 181,000 | 391,000 | 160.7% |
| TOTAL GENERAL GOVERNMENT | | | | | | | | | | |
| General Fund | | \$2,293,560 | \$2,262,024 | \$2,637,312 | \$2,616,162 | \$2,622,572 | \$2,668,704 | \$2,598,942 | \$2,909,252 | 10.3% |
| Capital Outlay Fund | | \$71,287 | \$56,580 | \$71,850 | \$71,850 | \$71,850 | \$80,000 | \$58,000 | \$58,000 | -19.3% |
| Equipment Revolving Fund | | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | \$0 | |